

AGENDA
SHAKOPEE PUBLIC UTILITIES COMMISSION
REGULAR MEETING
SEPTEMBER 4, 2018

1. **Call to Order** at 5:00pm in the SPUC Service Center, 255 Sarazin Street.
2. **Approval of Minutes**
3. **Communications**
4. **Approve the Agenda**
5. **Approval of Consent Business**
6. **Bills: Approve Warrant List**
 - 6a) August 20, 2018
 - 6b) September 4, 2018
7. **Liaison Report**
8. **Reports: Water Items**
 - 8a) Water System Operations Report – Verbal
 - 8b) Resn. #1204 – Rescinding Resolution #1173 and Re-Setting the Amount of the Trunk Water Charge, Approving of Its Collection and Authorizing Water Service to Certain Property Described as: West Shakopee Gateway First Addition
 - C=> 8c) Quarterly Nitrate Results
 - 8d) Rahr Malting Watermain Looping Costs - Update
9. **Reports: Electric Items**
 - 9a) Electric System Operations Report – Verbal
 - 9b) August 2018 MMPA Board Meeting Public Summary
10. **Reports: Human Resources**
11. **Reports: General**
 - 11a) Financial Results for July 2018
 - C=> 11b) Website Analytics
12. **New Business**
13. **Adjourn to Goals/Objectives Work Session**
14. **Reconvene to Regular Meeting**
15. **Tentative Dates for Upcoming Meetings**

- Mid Month Meeting	--	September 17
- Regular Meeting	--	October 1
- Mid Month Meeting	--	October 15
- Regular Meeting	--	November 5
14. **Adjourn to 9/17/18** at the SPUC Service Center, 255 Sarazin Street

MINUTES
OF THE
SHAKOPEE PUBLIC UTILITIES COMMISSION
(Regular Meeting)

President Weyer called the regular session of the Shakopee Public Utilities Commission to order at the Shakopee Public Utilities meeting room at 5:00 P.M., August 6, 2018.

MEMBERS PRESENT: Commissioners Joos, Amundson, Hennen, Meyer and Weyer. Also present, Liaison Mocol, Utilities Manager Crooks, Electric Superintendent Drent, Water Superintendent Schemel and Marketing/Customer Relations Director Walsh.

Motion by Joos, seconded by Amundson to approve the minutes of the July 16, 2018 Commission meeting. Motion carried.

Resolution #1203 – In Appreciation of Kent Sanders was read into the record by Commissioner Joos. Mr. Sanders was thanked for his dedicated 39 years of service to Shakopee Public Utilities.

Motion by Joos, seconded by Meyer to offer Resolution #1203. A Resolution of Appreciation to Kent Sanders. Ayes: Commissioners Amundson, Joos, Meyer and Weyer. Nay: none. Motion carried. Resolution passed.

President Weyer offered the agenda for approval.

Motion by Joos, seconded by Amundson to approve the agenda as presented. Motion carried.

Motion by Joos, seconded by Meyer to approve the Consent Business agenda as presented. Motion carried.

President Weyer stated that the Consent Item was: Item 11a: Financial Results for June 2018.

The warrant listing for bills paid August 6, 2018 was presented.

Motion by Amundson, seconded by Joos to approve the warrant listing dated August 6, 2018 as presented. Motion carried.

Liaison Mocol presented her report. At the August 7 City Council meeting, the Canterbury Commons TIF funding will be discussed. The Shakopee Sign Ordinance will be reviewed and zoning plans will be discussed.

Water Superintendent Schemel provided a report of current water operations. Year to date water production is at 106%. The watermain portion of the 2018 Street Reconstruction Project is complete. Gate valves are being exercised and inspected around the city.

Commissioner Hennen arrived.

The Windermere Booster Station preliminary design was presented by John Karwacki of Sambatek Engineering and architect Jay Nelson. Working with the City of Shakopee and the Benedictine Health Systems, an agricultural theme will be incorporated in the design. Commission consensus was to have Staff proceed with the submittals to the City of Shakopee for approvals.

The Windermere production test well bidding was reviewed. Keys Well Drilling will perform the construction and testing. The bid amount was \$40,893.00. Work will begin in two weeks.

The formal bid results for the Riverview Booster Station Generator were reviewed by Mr. Schemel. The sole bid was Ziegler Power Systems in the amount of \$149,841.98. The amount budgeted in the CIP was \$200,000.00.

Motion by Joos, seconded by Meyer to award the bid for the portable standby power system to Zeigler Power Systems in the amount of \$149,841.98. Motion carried.

Electric Superintendent Drent provided a report of current electric operations. Several days this summer have exceeded 100MW. Six electric outages were reviewed. Two were caused by squirrels, two were caused by lightning, one was a tree contact and the sixth was a faulty conductor.

Mr. Drent provided an overview of electric usage summer trends.

The formal bid results for the Post Top LED Street Lights were reviewed by Mr. Drent. There were four bidders with seven different bid packages. The low bid was Border States Electric with Cooper Eaton fixtures at a cost of \$283.74. The pre bid budgeted estimate was \$325.00 per fixture.

Motion by Joos, seconded by Meyer to purchase 900 Cooper Eaton Fixtures Model #LXF-AF24-37-D-U-T3-10K-4N7-S-BZ-U from Border States Electric in the amount of \$255,364.59

Utilities Manager Crooks read the July MMPA Board Meeting public summary.

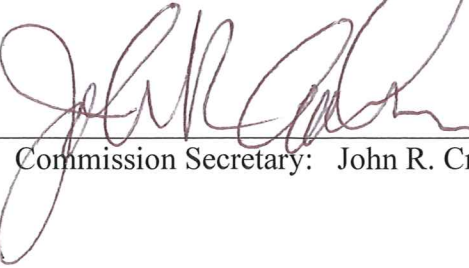
The proposed 2019 Budget planning schedule was presented by Mr. Crooks. The Compensation Sub Committee will consist of Commissioners Meyer and Weyer, Finance Director Schmid and Mr. Crooks.

Item 11a: Financial Results for June 2018 was received under Consent Business.

The tentative commission meeting dates of August 20 and September 4 (Tuesday) were noted.

Noting the MMUA Summer Conference on August 20, the next regular meeting is canceled. There will be a quorum present at the Conference but no official business will be conducted.

Motion by Meyer, seconded by Amundson to adjourn to the September 4, 2018 meeting. Motion carried.

A handwritten signature in dark ink, appearing to read 'John R. Crooks', is written over a horizontal line.

Commission Secretary: John R. Crooks

RESOLUTION # 1204

A RESOLUTION RESCINDING RESOLUTION #1173 AND RE-SETTING THE AMOUNT OF THE TRUNK WATER CHARGE, APPROVING OF ITS COLLECTION AND AUTHORIZING WATER SERVICE TO CERTAIN PROPERTY DESCRIBED AS:

WEST SHAKOPEE GATEWAY FIRST ADDITION

WHEREAS, a request has been received for City water service to be made available to certain property, and

WHEREAS, the final approved plat configuration of West Shakopee Gateway First Addition differs from the original concept, and

WHEREAS, the collection of the Trunk Water Charge is one of the standard requirements before City water service is newly made available to an area, and

WHEREAS, the standard rate to be applied for the Trunk Water Charge has been set by separate Resolution,

NOW THEREFORE, BE IT RESOLVED, that Resolution #1173, A Resolution Setting the Amount of the Trunk Water Charge, Approving of Its Collection and Authorizing Water Service to Certain Property Described As: West Shakopee Gateway First Addition, is hereby rescinded.

BE IT FURTHER RESOLVED, that the amount of the Trunk Water Charge is determined to be \$100,735.63 based on 26.87 net acres, and that collection of the Trunk Water Charge is one of the requirements to be completed prior to City water service being made available to that certain property described as:

Lots 1 & 2, Block 1; Lot 1, Block 2 and Lot 1, Block 3,
WEST SHAKOPEE GATEWAY FIRST ADDITION

BE IT FURTHER RESOLVED, that all things necessary to carry out the terms and purpose of this Resolution are hereby authorized and performed.

Passed in regular session of the Shakopee Public Utilities Commission, this 4th day of September, 2018.

Commission President: Aaron Weyer

ATTEST:

Commission Secretary: John R. Crooks



SHAKOPEE PUBLIC UTILITIES COMMISSION

"Lighting the Way - Yesterday, Today and Beyond"

MEMORANDUM

TO: John R. Crooks, Utilities Manager

FROM: Lon R. Schemel, Water Superintendent

SUBJECT: Nitrate Results Update -- Advisory

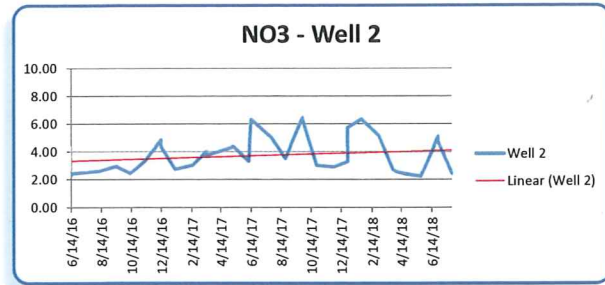
DATE: August 28, 2018

A handwritten signature in blue ink, likely belonging to Lon R. Schemel, the Water Superintendent.

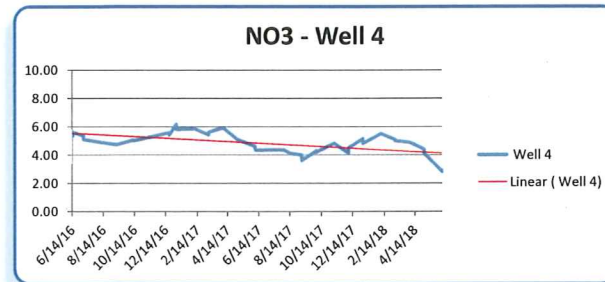
Attached are the latest nitrate test results for the wells. The analyses provided are for the prior 2 years of data collected with trend graphs.

Shakopee Public Utilities Commission
Water Department
Nitrate Results
Reported in mg/L

Location	Sample Collected	Results Received	Results	Lab	Run Time
2	6/14/16	6/20/16	2.32	MVTL	168 hrs prior
2	6/14/16	7/22/16	2.40	MDH	
2	8/9/16	8/22/16	2.60	MVTL	132 hrs prior
2	9/13/16	9/28/16	2.94	MVTL	168 hrs prior
2	9/13/16	10/24/16	2.90	MDH	
2	10/11/16	10/17/16	2.42	MVTL	192 hrs prior
2	11/8/16	11/17/16	3.28	MVTL	168 hrs prior
2	12/13/16	12/19/16	4.82	MVTL	192 hrs prior
2	12/13/16	2/9/17	4.30	MDH	
2	1/10/17	1/20/17	2.73	MVTL	168 hrs prior
2	2/14/17	3/6/17	3.02	MVTL	168 hrs prior
2	3/14/17	3/23/17	3.98	MVTL	168 hrs prior
2	3/14/17	4/24/17	3.70	MDH	
2	5/9/17	5/25/17	4.33	MVTL	168 hrs prior
2	6/8/17	6/28/17	3.30	MDH	168 hrs prior
2	6/8/17	7/27/17	3.40	MDH	
2	6/13/17	6/20/17	6.28	MVTL	192 hrs prior
2	7/25/17	8/1/17	5.00	MVTL	192 hrs prior
2	8/22/17	8/28/17	3.60	MVTL	168 hrs prior
2	9/26/17	10/4/17	6.42	MVTL	168 hrs prior
2	9/26/17	10/20/17	6.30	MDH	
2	10/24/17	11/17/17	3.00	MVTL	168 hrs prior
2	11/28/17	12/11/17	2.90	MVTL	168 hrs prior
2	12/26/17	1/9/18	3.28	MVTL	168 hrs prior
2	12/26/17	2/20/18	5.70	MDH	
2	1/23/18	2/20/18	6.32	MVTL	168 hrs prior
2	2/27/18	3/9/18	5.14	MVTL	168 hrs prior
2	3/27/18	5/31/18	2.70	MDH	
2	4/3/18	4/10/18	2.55	MVTL	168 hrs prior
2	4/24/18	5/9/18	2.37	MVTL	168 hrs prior
2	5/22/18	5/31/18	2.21	MVTL	168 hrs prior
2	5/22/18	6/14/18	2.20	MDH	
2	6/26/18	7/2/18	5.07	MVTL	312 hrs prior
2	6/26/18	8/17/18	4.70	MDH	
2	7/24/18	8/17/18	2.41	MVTL	264 hrs prior



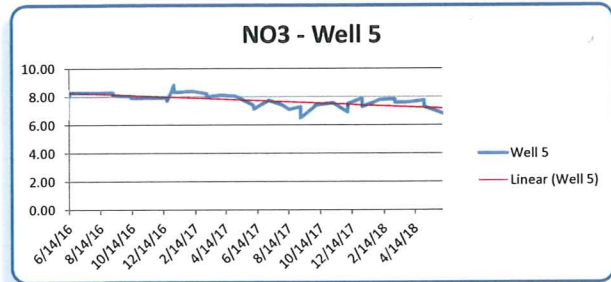
4	6/14/16	6/20/16	5.35	MVTL	168 hrs prior
4	7/5/16	7/12/16	5.37	MVTL	168 hrs prior
4	7/5/16	11/10/16	5.10	MDH	
4	6/14/16	7/22/16	5.60	MDH	
4	9/6/16	9/12/16	4.73	MVTL	220 hrs prior
4	9/6/16	2/9/17	4.70	MDH	
4	10/11/16	10/17/16	5.04	MVTL	168 hrs prior
4	10/11/16	11/10/16	5.00	MDH	
4	12/20/16	12/27/16	5.57	MVTL	168 hrs prior
4	12/20/16	2/9/17	5.40	MDH	
4	1/3/17	1/16/17	6.15	MVTL	168 hrs prior
4	1/3/17	5/4/17	5.80	MDH	
4	2/7/17	2/14/17	5.84	MVTL	168 hrs prior
4	3/7/17	3/16/17	5.42	MVTL	168 hrs prior
4	3/7/17	4/24/17	5.60	MDH	
4	4/4/17	4/10/17	5.91	MVTL	168 hrs prior
4	5/2/17	5/10/17	5.10	MVTL	168 hrs prior
4	6/5/17	7/27/17	4.60	MDH	
4	6/6/17	6/14/17	4.33	MVTL	168 hrs prior
4	7/5/17	7/20/17	4.35	MVTL	168 hrs prior
4	8/1/17	8/7/17	4.35	MVTL	168 hrs prior
4	8/14/17	10/20/17	4.10	MDH	
4	9/5/17	9/26/17	3.99	MVTL	168 hrs prior
4	9/5/17	9/26/17	3.60	MDH	
4	10/3/17	10/20/17	4.29	MVTL	168 hrs prior
4	10/3/17	11/17/17	4.20	MDH	
4	11/7/17	3/2/18	4.83	MVTL	168 hrs prior
4	12/5/17	12/22/17	4.12	MVTL	192 hrs prior
4	12/5/17	1/8/18	4.50	MDH	
4	1/2/18	1/16/18	5.15	MVTL	168 hrs prior
4	1/2/18	2/20/18	4.80	MDH	
4	2/6/18	2/20/18	5.50	MVTL	168 hrs prior
4	3/6/18	3/26/18	5.09	MVTL	168 hrs prior
4	3/6/18	3/26/18	5.00	MDH	
4	4/3/18	4/10/18	4.89	MVTL	168 hrs prior
4	5/1/18	5/9/18	4.40	MVTL	168 hrs prior
4	5/1/18	6/26/18	4.10	MDH	
4	6/5/18	6/14/18	2.80	MVTL	168 hrs prior
4	6/5/18	7/18/18	2.90	MDH	



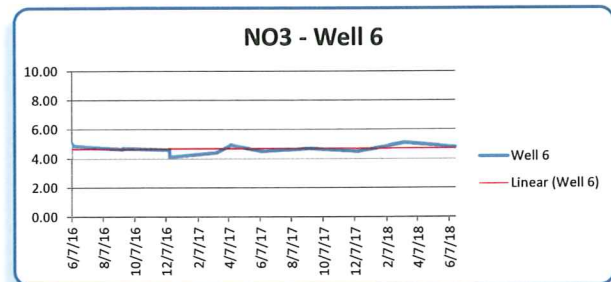
MVTL = Minnesota Valley Testing Laboratories
MDH = Minnesota Department of Health
TCWC = Twin City Water Clinic

Shakopee Public Utilities Commission
Water Department
Nitrate Results
Reported in mg/L

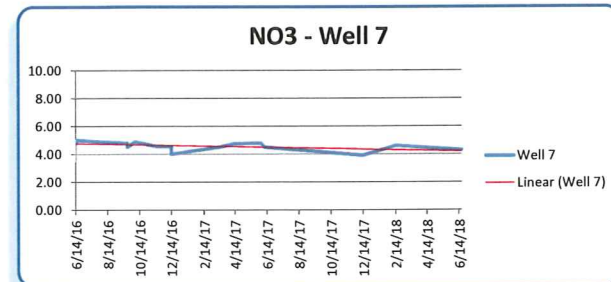
Location	Sample Collected	Results Received	Results	Lab	Run Time
5	6/14/16	6/20/16	8.08	MVTL	168 hrs prior
5	6/14/16	7/22/16	8.30	MDH	
5	9/6/16	9/12/16	8.30	MVTL	96 hrs prior
5	9/6/16	2/9/17	8.10	MDH	
5	10/11/16	10/17/16	8.03	MVTL	168 hrs prior
5	10/11/16	11/10/16	7.90	MDH	
5	12/20/16	12/27/16	7.94	MVTL	168 hrs prior
5	12/20/16	2/9/17	7.70	MDH	
5	1/3/17	1/16/17	8.80	MVTL	168 hrs prior
5	1/3/17	5/4/17	8.30	MDH	
5	2/7/17	2/14/17	8.39	MVTL	168 hrs prior
5	3/7/17	3/18/17	8.22	MVTL	168 hrs prior
5	3/7/17	4/24/17	8.00	MDH	
5	4/4/17	4/10/17	8.12	MVTL	168 hrs prior
5	5/2/17	5/10/17	8.04	MVTL	168 hrs prior
5	6/5/17	7/27/17	7.40	MDH	
5	6/6/17	6/14/17	7.12	MVTL	168 hrs prior
5	7/5/17	7/20/17	7.74	MVTL	168 hrs prior
5	8/1/17	8/7/17	7.40	MVTL	168 hrs prior
5	8/14/17	10/20/17	7.10	MDH	
5	9/5/17	9/26/17	7.27	MVTL	168 hrs prior
5	9/5/17	9/26/17	6.50	MDH	
5	10/3/17	10/20/17	7.33	MVTL	168 hrs prior
5	10/3/17	11/17/17	7.40	MDH	
5	11/7/17	3/2/18	7.57	MVTL	168 hrs prior
5	12/5/17	12/22/17	6.89	MVTL	192 hrs prior
5	12/5/17	1/8/18	7.50	MDH	
5	1/2/18	1/16/18	7.88	MVTL	168 hrs prior
5	1/2/18	2/20/18	7.30	MDH	
5	2/6/18	2/20/18	7.80	MVTL	168 hrs prior
5	3/6/18	3/26/18	7.84	MVTL	168 hrs prior
5	3/6/18	3/26/18	7.60	MDH	
5	4/3/18	4/10/18	7.62	MVTL	168 hrs prior
5	5/1/18	5/9/18	7.75	MVTL	168 hrs prior
5	5/1/18	6/26/18	7.30	MDH	
5	6/5/18	6/14/18	6.83	MVTL	168 hrs prior
5	6/5/18	7/18/18	6.80	MDH	
5	8/7/18	8/20/18	5.99	MVTL	168 hrs prior



6	11/17/15	11/23/15	5.15	MVTL	144 hrs prior
6	6/7/16	6/14/16	5.04	MVTL	195 hrs prior
6	6/7/16	7/22/16	4.90	MDH	
6	9/13/16	9/28/16	4.64	MVTL	216 hrs prior
6	9/13/16	10/24/16	4.70	MDH	
6	12/13/16	12/19/16	4.60	MVTL	240 hrs prior
6	12/13/16	2/9/17	4.10	MDH	
6	3/14/17	4/24/17	4.40	MDH	168 hrs prior
6	4/11/17	4/17/17	4.94	MVTL	168 hrs prior
6	6/8/17	7/27/17	4.50	MDH	168 hrs prior
6	9/12/17	10/20/17	4.70	MDH	168 hrs prior
6	12/12/17	1/8/18	4.50	MDH	168 hrs prior
6	3/13/18	4/10/18	5.10	MDH	168 hrs prior
6	6/19/18	7/18/18	4.80	MDH	456 hrs prior



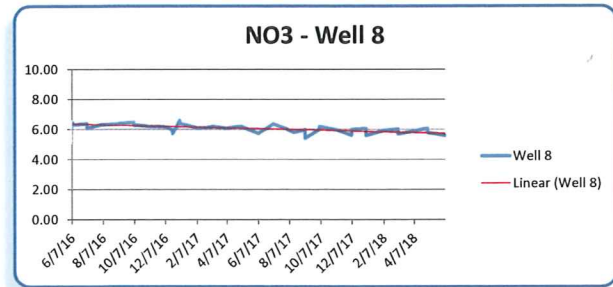
7	6/14/16	6/20/16	4.81	MVTL	188 hrs prior
7	6/14/16	7/22/16	5.00	MDH	
7	9/20/16	9/28/16	4.79	MVTL	216 hrs prior
7	9/20/16	10/24/16	4.50	MDH	
7	10/4/16	10/12/16	4.89	MVTL	216 hrs prior
7	11/15/16	11/21/16	4.55	MVTL	168 hrs prior
7	12/13/16	12/19/16	4.55	MVTL	240 hrs prior
7	12/13/16	2/9/17	4.00	MDH	
7	3/14/17	4/24/17	4.50	MDH	168 hrs prior
7	4/11/17	4/17/17	4.74	MVTL	168 hrs prior
7	6/1/17	7/27/17	4.80	MDH	168 hrs prior
7	6/8/17	7/27/17	4.50	MDH	168 hrs prior
7	9/12/17	10/3/17	4.20	MDH	168 hrs prior
7	12/12/17	1/8/18	3.90	MDH	168 hrs prior
7	2/13/18	3/26/18	4.60	MDH	168 hrs prior
7	6/19/18	7/18/18	4.30	MDH	456 hrs prior



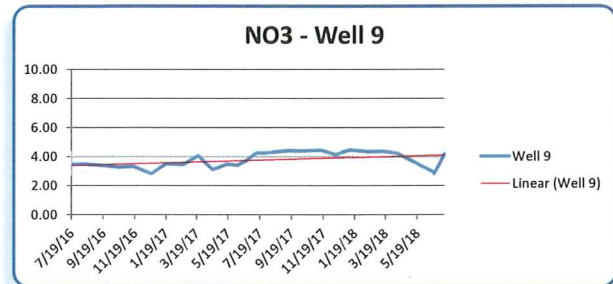
MVTL = Minnesota Valley Testing Laboratories
MDH = Minnesota Department of Health
TCWC = Twin City Water Clinic

Shakopee Public Utilities Commission
Water Department
Nitrate Results
Reported in mg/L

Location	Sample Collected	Results Received	Results	Lab	Run Time
8	6/7/16	6/14/16	6.44	MVTL	310 hrs prior
8	6/7/16	7/22/16	6.30	MDH	
8	7/5/16	7/12/16	6.40	MVTL	190 hrs prior
8	7/5/16	11/10/16	6.10	MDH	
8	8/2/16	8/9/16	6.33	MVTL	192 hrs prior
8	9/6/16	9/12/16	6.36	MVTL	140 hrs prior
8	9/6/16	2/9/17	6.40	MDH	
8	10/4/16	10/12/16	6.48	MVTL	168 hrs prior
8	10/4/16	11/10/16	6.30	MDH	
8	11/1/16	11/7/16	6.20	MVTL	144 hrs prior
8	12/6/16	12/12/16	6.17	MVTL	216 hrs prior
8	12/20/16	12/27/16	5.95	MVTL	168 hrs prior
8	12/20/16	2/9/17	5.70	MDH	
8	1/3/17	1/16/17	6.59	MVTL	168 hrs prior
8	1/3/17	5/4/17	6.40	MDH	
8	2/7/17	2/14/17	6.08	MVTL	168 hrs prior
8	3/7/17	3/18/17	6.16	MVTL	168 hrs prior
8	3/7/17	4/24/17	6.20	MDH	
8	4/4/17	4/10/17	6.07	MVTL	216 hrs prior
8	5/2/17	5/10/17	6.22	MVTL	168 hrs prior
8	6/6/17	6/14/17	5.71	MVTL	168 hrs prior
8	6/8/17	7/27/17	5.80	MDH	168 hrs prior
8	7/5/17	7/20/17	6.36	MVTL	144 hrs prior
8	8/1/17	8/7/17	6.03	MVTL	216 hrs prior
8	8/14/17	10/20/17	5.80	MDH	
8	9/5/17	9/26/17	5.98	MVTL	216 hrs prior
8	9/5/17	9/26/17	5.40	MDH	
8	10/3/17	10/20/17	6.00	MVTL	168 hrs prior
8	10/3/17	11/17/17	6.20	MDH	
8	11/7/17	3/2/18	5.97	MVTL	168 hrs prior
8	12/5/17	12/22/17	5.61	MVTL	192 hrs prior
8	12/5/17	1/8/18	6.00	MDH	
8	1/2/18	1/16/18	6.07	MVTL	168 hrs prior
8	1/2/18	2/20/18	5.60	MDH	
8	2/6/18	2/20/18	5.94	MVTL	168 hrs prior
8	3/6/18	3/26/18	6.03	MVTL	168 hrs prior
8	3/6/18	3/26/18	5.70	MDH	
8	4/3/18	4/10/18	5.88	MVTL	168 hrs prior
8	5/1/18	5/9/18	6.08	MVTL	168 hrs prior
8	5/1/18	6/26/18	5.80	MDH	
8	6/5/18	6/14/18	5.59	MVTL	168 hrs prior
8	6/5/18	7/18/18	5.60	MDH	
8	8/7/18	8/20/18	5.72	MVTL	168 hrs prior



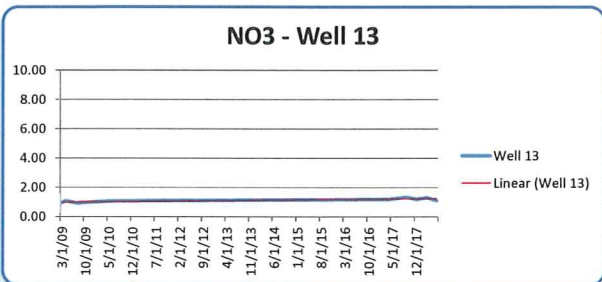
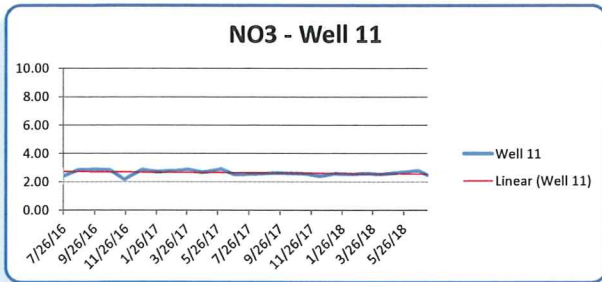
9	7/19/16	7/25/16	3.47	MVTL	168 hrs prior
9	8/16/16	8/22/16	3.49	MVTL	192 hrs prior
9	9/20/16	9/28/16	3.39	MVTL	240 hrs prior
9	10/18/16	10/24/16	3.27	MVTL	168 hrs prior
9	11/15/16	11/21/16	3.32	MVTL	168 hrs prior
9	12/20/16	12/27/16	2.81	MVTL	144 hrs prior
9	1/17/17	1/27/17	3.49	MVTL	168 hrs prior
9	2/21/17	3/3/17	3.46	MVTL	168 hrs prior
9	3/21/17	3/27/17	4.06	MVTL	168 hrs prior
9	4/18/17	4/24/17	3.09	MVTL	168 hrs prior
9	5/16/17	5/25/17	3.47	MVTL	168 hrs prior
9	6/5/17	6/28/17	3.40	MDH	168 hrs prior
9	6/20/17	6/27/17	3.69	MVTL	168 hrs prior
9	7/11/17	7/20/17	4.23	MVTL	144 hrs prior
9	8/8/17	8/14/17	4.27	MVTL	168 hrs prior
9	9/12/17	9/26/17	4.40	MVTL	132 hrs prior
9	10/10/17	10/20/17	4.38	MVTL	144 hrs prior
9	11/14/17	11/21/17	4.43	MVTL	168 hrs prior
9	12/12/17	12/22/17	4.14	MVTL	168 hrs prior
9	1/9/18	1/16/18	4.45	MVTL	168 hrs prior
9	2/13/18	2/20/18	4.33	MVTL	168 hrs prior
9	3/13/18	3/26/18	4.36	MVTL	168 hrs prior
9	4/10/18	4/18/18	4.23	MVTL	168 hrs prior
9	6/19/18	6/26/18	2.92	MVTL	96 hrs prior
9	6/19/18	7/18/18	2.80	MDH	
9	7/10/18	7/18/18	4.20	MVTL	240 hrs prior
9	8/14/18	8/20/18	4.29	MVTL	168 hrs prior



MVTL = Minnesota Valley Testing Laboratories
MDH = Minnesota Department of Health
TCWC = Twin City Water Clinic

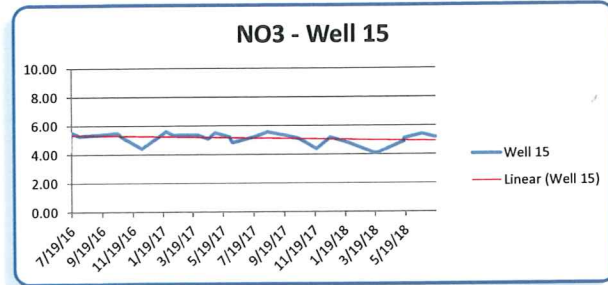
Shakopee Public Utilities Commission
Water Department
Nitrate Results
Reported in mg/L

Location	Sample Collected	Results Received	Results	Lab	Run Time
10	4/17/12	4/20/12	< 1.00	TCWC	158 hrs prior
10	1/21/14	1/29/14	< 1.00	TCWC	144 hrs prior
10	3/25/14	4/1/14	3.61	MVTL	96 hrs prior
10	4/23/14	5/7/14	< 0.20	MVTL	24 hrs prior
10	4/23/14	6/16/14	< 0.05	MDH	*
10	6/16/15	6/26/15	< 0.05	MVTL	144 hrs prior
10	4/11/17	4/17/17	< 0.05	MVTL	168 hrs prior
11	7/26/16	8/1/16	2.40	MVTL	126 hrs prior
11	8/23/16	8/31/16	2.85	MVTL	168 hrs prior
11	9/27/16	10/3/16	2.89	MVTL	168 hrs prior
11	10/25/16	10/31/16	2.84	MVTL	192 hrs prior
11	11/22/16	12/1/16	2.15	MVTL	216 hrs prior
11	12/27/16	1/4/17	2.86	MVTL	168 hrs prior
11	1/24/17	2/7/17	2.72	MVTL	216 hrs prior
11	2/28/17	3/8/17	2.77	MVTL	168 hrs prior
11	3/28/17	4/3/17	2.87	MVTL	168 hrs prior
11	4/25/17	5/4/17	2.67	MVTL	216 hrs prior
11	5/23/17	5/30/17	2.83	MVTL	168 hrs prior
11	6/1/17	6/15/17	2.90	MDH	192 hrs prior
11	6/27/17	7/5/17	2.50	MVTL	168 hrs prior
11	7/11/17	7/20/17	2.50	MVTL	168 hrs prior
11	8/8/17	8/14/17	2.55	MVTL	168 hrs prior
11	9/12/17	9/26/17	2.62	MVTL	168 hrs prior
11	10/10/17	10/20/17	2.61	MVTL	144 hrs prior
11	11/14/17	11/21/17	2.57	MVTL	168 hrs prior
11	12/12/17	12/22/17	2.39	MVTL	168 hrs prior
11	1/9/18	1/16/18	2.57	MVTL	168 hrs prior
11	2/13/18	2/20/18	2.54	MVTL	168 hrs prior
11	3/13/18	3/26/18	2.59	MVTL	168 hrs prior
11	4/10/18	4/18/18	2.53	MVTL	168 hrs prior
11	6/22/18	7/18/18	2.80	MDH	24 hrs prior
11	7/10/18	7/18/18	2.48	MVTL	24 hrs prior
11	8/14/18	8/20/18	2.95	MVTL	168 hrs prior
12	12/17/13	12/23/13	3.01	TCWC	144 hrs prior
12	1/21/14	1/29/14	1.70	TCWC	168 hrs prior
12	2/4/14	2/10/14	2.21	TCWC	144 hrs prior
12	4/23/14	5/7/14	1.27	MVTL	192 hrs prior
12	4/23/14	6/16/14	1.30	MDH	*
12	8/12/14	8/20/14	2.10	MVTL	162 hrs prior
12	9/23/14	10/2/14	2.28	MVTL	132 hrs prior
12	10/13/15	10/19/15	2.35	MVTL	126 hrs prior
12	4/11/17	4/17/17	0.92	MVTL	168 hrs prior
12	9/5/17	9/26/17	0.72	MVTL	168 hrs prior
12	12/5/17	12/22/17	0.72	MVTL	168 hrs prior
13	3/12/09	3/26/09	0.96	MVTL	46 hrs prior
13	4/14/09	4/27/09	1.10	MVTL	60 hrs prior
13	8/4/09	8/12/09	0.90	MVTL	1013 hrs prior
13	9/24/09	10/5/09	0.98	MVTL	51 hrs prior
13	7/14/10	7/27/10	1.07	MVTL	42 hrs prior
13	3/11/11	3/16/11	1.08	MVTL	100 hrs prior
13	4/11/17	4/17/17	1.19	MVTL	48 hrs prior
13	9/5/17	9/26/17	1.35	MVTL	128 hrs prior
13	12/5/17	12/22/17	1.20	MVTL	168 hrs prior
13	3/6/18	3/26/18	1.32	MVTL	168 hrs prior
13	6/5/18	6/14/18	1.11	MVTL	24 hrs prior
14	4/23/14	6/16/14	< 0.05	MDH	*
14	4/11/17	4/17/17	< 0.05	MVTL	20 hrs prior
14	9/5/17	9/26/17	< 0.05	MVTL	24 hrs prior
14	12/5/17	12/22/17	< 0.05	MVTL	168 hrs prior
14	3/6/18	3/26/18	< 0.05	MVTL	168 hrs prior
14	6/5/18	6/14/18	< 0.05	MVTL	24 hrs prior

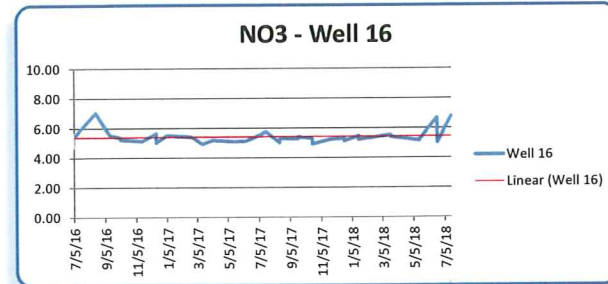


Shakopee Public Utilities Commission
Water Department
Nitrate Results
Reported in mg/L

Location	Sample Collected	Results Received	Results	Lab	Run Time
15	7/19/16	7/25/16	5.52	MVTL	144 hrs prior
15	8/2/16	8/9/16	5.29	MVTL	120 hrs prior
15	9/27/16	10/3/16	5.41	MVTL	216 hrs prior
15	10/18/16	10/24/16	5.48	MVTL	216 hrs prior
15	11/1/16	11/7/16	5.08	MVTL	192 hrs prior
15	12/6/16	12/12/16	4.38	MVTL	168 hrs prior
15	1/24/17	2/7/17	5.58	MVTL	168 hrs prior
15	2/7/17	2/14/17	5.34	MVTL	168 hrs prior
15	3/28/17	4/3/17	5.35	MVTL	168 hrs prior
15	4/18/17	4/24/17	5.08	MVTL	168 hrs prior
15	5/2/17	5/10/17	5.50	MVTL	144 hrs prior
15	6/1/17	6/15/17	5.20	MDH	168 hrs prior
15	6/6/17	6/14/17	4.80	MVTL	168 hrs prior
15	7/18/17	7/24/17	5.20	MVTL	168 hrs prior
15	8/15/17	8/21/17	5.54	MVTL	168 hrs prior
15	9/19/17	9/26/17	5.32	MVTL	168 hrs prior
15	10/17/17	11/17/17	5.10	MVTL	168 hrs prior
15	11/21/17	12/11/17	4.36	MVTL	168 hrs prior
15	12/19/17	12/27/17	5.17	MVTL	192 hrs prior
15	1/16/18	2/20/18	4.88	MVTL	168 hrs prior
15	3/20/18	3/27/18	4.04	MVTL	168 hrs prior
15	5/15/18	5/31/18	4.88	MVTL	168 hrs prior
15	5/15/18	5/31/18	5.10	MDH	
15	6/19/18	6/26/18	5.40	MVTL	408 hrs prior
15	7/17/18	8/17/18	5.16	MVTL	120 hrs prior



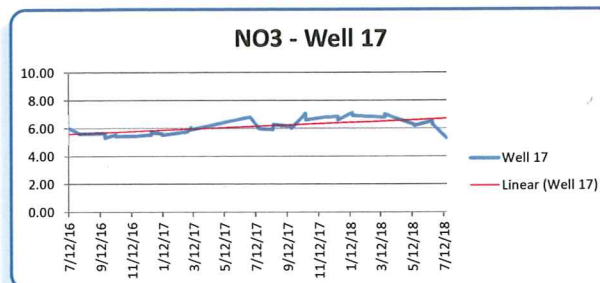
16	7/5/16	7/12/16	5.45	MVTL	312 hrs prior
16	8/16/16	8/22/16	7.01	MVTL	120 hrs prior
16	9/13/16	9/28/16	5.50	MVTL	168 hrs prior
16	9/13/16	10/24/16	5.50	MDH	
16	10/4/16	10/12/16	5.35	MVTL	168 hrs prior
16	10/4/16	11/10/16	5.20	MDH	
16	11/15/16	11/21/16	5.10	MVTL	144 hrs prior
16	12/13/16	12/19/16	5.63	MVTL	312 hrs prior
16	12/13/16	2/9/17	5.00	MDH	
16	1/3/17	1/16/17	5.49	MVTL	168 hrs prior
16	2/21/17	3/3/17	5.39	MVTL	168 hrs prior
16	3/14/17	4/24/17	4.90	MDH	168 hrs prior
16	4/4/17	4/10/17	5.17	MVTL	168 hrs prior
16	5/16/17	5/25/17	5.07	MVTL	168 hrs prior
16	6/8/17	7/27/17	5.10	MDH	168 hrs prior
16	7/18/17	7/24/17	5.72	MVTL	168 hrs prior
16	8/14/17	10/20/17	5.00	MDH	
16	8/15/17	8/21/17	5.28	MVTL	168 hrs prior
16	9/19/17	9/26/17	5.25	MVTL	168 hrs prior
16	9/19/17	10/20/17	5.40	MDH	
16	10/17/17	11/17/17	5.29	MVTL	168 hrs prior
16	10/17/17	3/9/18	4.90	MDH	
16	11/21/17	12/11/17	5.21	MVTL	168 hrs prior
16	12/19/17	12/27/17	5.29	MVTL	192 hrs prior
16	12/19/17	2/20/18	5.10	MDH	
16	1/16/18	2/20/18	5.44	MVTL	168 hrs prior
16	1/16/18	3/9/18	5.20	MDH	
16	3/20/18	3/27/18	5.53	MVTL	168 hrs prior
16	3/20/18	5/31/18	5.40	MDH	
16	5/15/18	5/31/18	5.14	MVTL	168 hrs prior
16	5/15/18	6/26/18	5.20	MDH	
16	6/19/18	6/26/18	6.65	MVTL	408 hrs prior
16	6/19/18	7/18/18	5.00	MDH	
16	7/17/18	8/17/18	6.76	MVTL	408 hrs prior



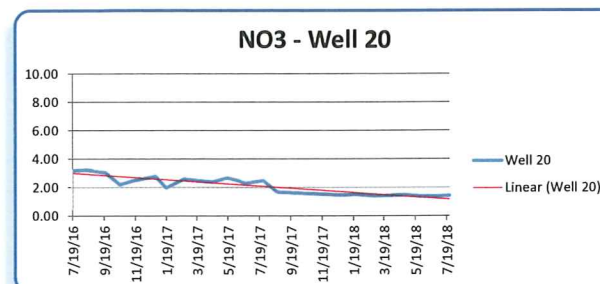
MVTL = Minnesota Valley Testing Laboratories
MDH = Minnesota Department of Health
TCWC = Twin City Water Clinic

Shakopee Public Utilities Commission
Water Department
Nitrate Results
Reported in mg/L

Location	Sample Collected	Results Received	Results	Lab	Run Time
17	7/12/16	7/18/16	5.98	MVTL	216 hrs prior
17	7/12/16	11/10/16	6.00	MDH	
17	8/2/16	8/9/16	5.62	MVTL	120 hrs prior
17	9/20/16	9/28/16	5.64	MVTL	216 hrs prior
17	9/20/16	10/24/16	5.30	MDH	
17	10/11/16	10/17/16	5.54	MVTL	144 hrs prior
17	10/11/16	11/10/16	5.40	MDH	
17	11/22/16	12/1/16	5.44	MVTL	192 hrs prior
17	12/20/16	12/27/16	5.53	MVTL	192 hrs prior
17	12/20/16	2/9/17	5.70	MDH	
17	1/10/17	1/20/17	5.61	MVTL	168 hrs prior
17	1/10/17	5/4/17	5.50	MDH	
17	2/28/17	3/8/17	5.75	MVTL	168 hrs prior
17	3/7/17	3/18/17	6.05	MVTL	168 hrs prior
17	3/7/17	4/24/17	5.90	MDH	
17	6/30/17	7/27/17	6.80	MDH	168 hrs prior
17	7/18/17	7/24/17	5.97	MVTL	168 hrs prior
17	8/14/17	10/20/17	5.90	MDH	
17	8/15/17	8/21/17	6.27	MVTL	168 hrs prior
17	9/19/17	9/26/17	6.13	MVTL	168 hrs prior
17	9/19/17	10/20/17	6.00	MDH	
17	10/17/17	11/17/17	7.06	MVTL	168 hrs prior
17	10/17/17	3/9/18	6.60	MDH	
17	11/21/17	12/11/17	6.79	MVTL	168 hrs prior
17	12/19/17	12/27/17	6.85	MVTL	192 hrs prior
17	12/19/17	2/20/18	6.60	MDH	
17	1/16/18	2/20/18	7.12	MVTL	168 hrs prior
17	1/16/18	3/9/18	6.90	MDH	
17	3/20/18	5/31/18	6.80	MDH	
17	3/20/18	3/27/18	7.00	MVTL	168 hrs prior
17	5/15/18	5/31/18	6.27	MVTL	168 hrs prior
17	5/15/18	6/26/18	6.20	MDH	
17	6/19/18	6/26/18	6.52	MVTL	408 hrs prior
17	6/19/18	7/18/18	6.30	MDH	
17	7/17/18	8/17/18	5.30	MVTL	408 hrs prior



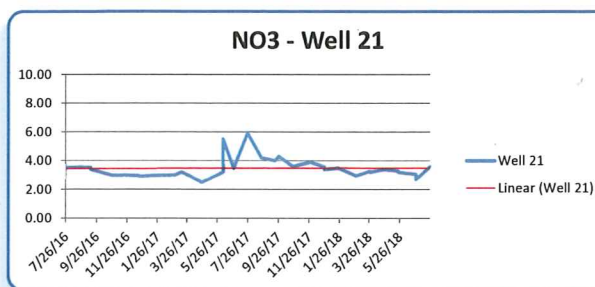
20	7/19/16	7/25/16	3.19	MVTL	144 hrs prior
20	8/16/16	8/22/16	3.23	MVTL	159 hrs prior
20	9/20/16	9/28/16	3.05	MVTL	216 hrs prior
20	10/18/16	10/24/16	2.20	MVTL	144 hrs prior
20	11/15/16	11/21/16	2.49	MVTL	192 hrs prior
20	12/27/16	1/4/17	2.79	MVTL	168 hrs prior
20	1/17/17	1/27/17	1.97	MVTL	168 hrs prior
20	2/21/17	3/3/17	2.60	MVTL	168 hrs prior
20	3/21/17	3/27/17	2.47	MVTL	168 hrs prior
20	4/18/17	4/24/17	2.40	MVTL	168 hrs prior
20	5/16/17	5/25/17	2.68	MVTL	168 hrs prior
20	6/5/17	6/28/17	2.50	MDH	144 hrs prior
20	6/20/17	6/27/17	2.30	MVTL	168 hrs prior
20	7/25/17	8/1/17	2.49	MVTL	144 hrs prior
20	8/22/17	8/28/17	1.67	MVTL	192 hrs prior
20	9/26/17	10/4/17	1.61	MVTL	168 hrs prior
20	10/24/17	11/17/17	1.56	MVTL	168 hrs prior
20	11/28/17	12/11/17	1.51	MVTL	168 hrs prior
20	12/26/17	1/9/18	1.46	MVTL	168 hrs prior
20	1/23/18	2/20/18	1.51	MVTL	168 hrs prior
20	2/27/18	3/9/18	1.41	MVTL	168 hrs prior
20	3/27/18	4/10/18	1.43	MVTL	168 hrs prior
20	4/24/18	5/9/18	1.49	MVTL	168 hrs prior
20	5/22/18	5/31/18	1.42	MVTL	168 hrs prior
20	5/22/18	6/14/18	1.40	MDH	
20	6/26/18	7/2/18	1.39	MVTL	72 hrs prior
20	7/24/18	8/17/18	1.42	MVTL	576 hrs prior



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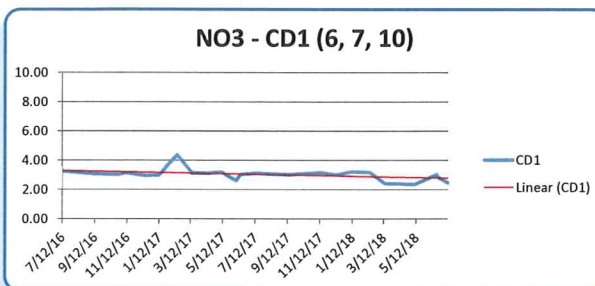
Shakopee Public Utilities Commission
Water Department
Nitrate Results
Reported in mg/L

Location	Sample Collected	Results Received	Results	Lab	Run Time
21	7/26/16	8/1/16	3.52	MVTL	211 hrs prior
21	8/23/16	8/31/16	3.57	MVTL	162 hrs prior
21	9/13/16	9/28/16	3.54	MVTL	216 hrs prior
21	9/13/16	10/24/16	3.40	MDH	
21	10/26/16	11/7/16	2.97	MVTL	120 hrs prior
21	11/22/16	12/1/16	2.98	MVTL	120 hrs prior
21	12/20/16	12/27/16	2.94	MVTL	144 hrs prior
21	12/20/16	2/9/17	2.90	MDH	
21	1/24/17	2/7/17	2.97	MVTL	168 hrs prior
21	2/28/17	3/8/17	2.98	MVTL	168 hrs prior
21	3/14/17	4/24/17	3.20	MDH	168 hrs prior
21	4/25/17	5/4/17	2.48	MVTL	168 hrs prior
21	6/6/17	6/28/17	3.20	MDH	144 hrs prior
21	6/6/17	7/27/17	5.50	MDH	
21	6/27/17	7/5/17	3.48	MVTL	168 hrs prior
21	7/25/17	8/1/17	5.90	MVTL	144 hrs prior
21	8/22/17	8/28/17	4.18	MVTL	192 hrs prior
21	9/19/17	10/20/17	4.00	MDH	
21	9/26/17	10/4/17	4.29	MVTL	168 hrs prior
21	10/24/17	11/17/17	3.61	MVTL	168 hrs prior
21	11/28/17	12/11/17	3.90	MVTL	168 hrs prior
21	12/26/17	1/9/18	3.58	MVTL	168 hrs prior
21	12/26/17	2/20/18	3.40	MDH	
21	1/23/18	2/20/18	3.49	MVTL	168 hrs prior
21	2/27/18	3/9/18	2.95	MVTL	168 hrs prior
21	3/27/18	4/10/18	3.28	MVTL	168 hrs prior
21	3/27/18	5/31/18	3.20	MDH	
21	4/24/18	5/9/18	3.40	MVTL	168 hrs prior
21	5/22/18	5/31/18	3.30	MVTL	168 hrs prior
21	5/22/18	6/14/18	3.20	MDH	
21	6/26/18	7/2/18	3.07	MVTL	240 hrs prior
21	6/26/18	8/17/18	2.70	MDH	
21	7/24/18	8/17/18	3.60	MVTL	576 hrs prior



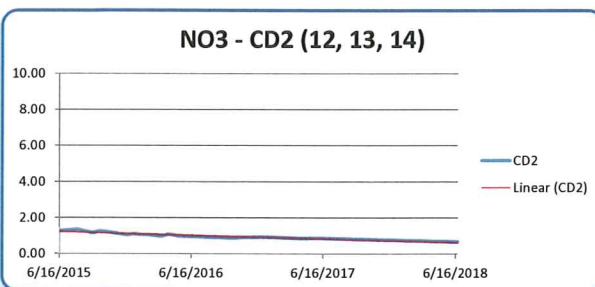
Combined Discharge - Wells 6-7-10

CD 1	7/12/16	7/18/16	3.26	MVTL	212 hrs prior
CD 1	8/9/16	8/22/16	3.17	MVTL	165 hrs prior
CD 1	9/13/16	9/28/16	3.07	MVTL	168 hrs prior
CD 1	10/25/16	10/31/16	3.01	MVTL	144 hrs prior
CD 1	11/8/16	11/17/16	3.14	MVTL	368 hrs prior
CD 1	12/13/16	12/18/16	2.95	MVTL	168 hrs prior
CD 1	1/10/17	1/20/17	2.96	MVTL	168 hrs prior
CD 1	2/14/17	3/6/17	4.35	MVTL	168 hrs prior
CD 1	3/14/17	3/23/17	3.11	MVTL	168 hrs prior
CD 1	4/11/17	4/17/17	3.11	MVTL	120 hrs prior
CD 1	5/9/17	5/25/17	3.19	MVTL	212 hrs prior
CD 1	6/5/17	6/28/17	2.60	MDH	168 hrs prior
CD 1	6/13/17	6/20/17	3.03	MVTL	168 hrs prior
CD 1	7/11/17	7/20/17	3.12	MVTL	168 hrs prior
CD 1	8/8/17	8/14/17	3.08	MVTL	168 hrs prior
CD 1	9/12/17	9/26/17	3.03	MVTL	168 hrs prior
CD 1	10/10/17	10/20/17	3.09	MVTL	168 hrs prior
CD 1	11/14/17	11/21/17	3.16	MVTL	168 hrs prior
CD 1	12/12/17	12/22/17	3.00	MVTL	168 hrs prior
CD 1	1/9/18	1/16/18	3.23	MVTL	168 hrs prior
CD 1	2/13/18	2/20/18	3.18	MVTL	168 hrs prior
CD 1	3/13/18	3/26/18	2.42	MVTL	168 hrs prior
CD 1	5/8/18	5/31/18	2.36	MVTL	168 hrs prior
CD 1	6/19/18	6/26/18	3.05	MVTL	168 hrs prior
CD 1	6/19/18	7/18/18	2.90	MDH	
CD 1	7/10/18	7/18/18	2.46	MVTL	240 hrs prior
CD 1	8/14/18	8/20/18	2.59	MVTL	168 hrs prior



Combined Discharge - Wells 12-13-14

CD 2	6/16/2015	6/26/2015	1.26	MVTL	126 hrs prior
CD 2	8/4/2015	8/10/2015	1.35	MVTL	168 hrs prior
CD 2	9/15/2015	9/22/2015	1.15	MVTL	144 hrs prior
CD 2	10/6/2015	10/14/2015	1.25	MVTL	208 hrs prior
CD 2	12/22/2015	12/30/2015	1.03	MVTL	168 hrs prior
CD 2	1/5/2016	1/13/2016	1.08	MVTL	192 hrs prior
CD 2	2/23/2016	2/29/2016	1.03	MVTL	208 hrs prior
CD 2	3/22/2016	3/28/2016	0.96	MVTL	288 hrs prior
CD 2	4/12/2016	4/19/2016	1.07	MVTL	120 hrs prior
CD 2	5/10/2016	5/16/2016	0.98	MVTL	165 hrs prior
CD 2	5/10/2016	6/2/2016	0.97	MDH	
CD 2	7/12/2016	7/18/2016	0.93	MVTL	170 hrs prior
CD 2	10/11/2016	10/17/2016	0.87	MVTL	168 hrs prior
CD 2	11/8/2016	11/17/2016	0.91	MVTL	168 hrs prior
CD 2	1/10/2017	1/20/2017	0.92	MVTL	216 hrs prior
CD 2	4/11/2017	4/17/2017	0.85	MVTL	144 hrs prior
CD 2	6/8/2017	6/28/2017	0.86	MDH	144 hrs prior
CD 2	6/22/2018	7/18/2018	0.67	MDH	528 hrs prior





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MDH = Minnesota Department of Health
TCWC = Twin City Water Clinic

Shakopee Public Utilities Commission
Water Department
Nitrate Results
Reported in mg/L

Location	Sample Collected	Results Received	Results	Lab	Run Time
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MVTL = Minnesota Valley Testing Laboratories
MDH = Minnesota Department of Health
TCWC = Twin City Water Clinic

**SHAKOPEE PUBLIC UTILITIES
MEMORANDUM**

TO: John Crooks, Utilities Manager 
FROM: Joseph D. Adams, Planning & Engineering Director 
SUBJECT: Rahr Malting Maintenance Warehouse Water Main Looping Update
DATE: August 30, 2018

ISSUE

We received the attached letter dated August 30, 2018 from WSB & Associates Inc.'s John Powell with details of a proposed change order #1 from Ryan Contracting for a water main construction project that was originally planned to be completed in 2017.

BACKGROUND

Previously the Commission determined that they would fund the cost for this water main segment to complete the loop begun from 1st Avenue and Pierce Street with the Rahr Malting 2nd Avenue warehouse building project in 2015. WSB, Inc. was retained to design the water main and prepare construction plans and to manage the project through the bid, contract award and construction phases.

A water main construction contract was awarded to Ryan Contracting in the amount of \$215,171 on September 18, 2017.

The cost for this water main segment is relatively high for the length because of two factors, there is limestone near the surface of the planned route and the route includes a crossing of the UPRR main line track along 2nd Avenue at Apgar Street, which requires a steel casing be bored under the tracks.

DISCUSSION

As described in the WSB letter, the delay in securing the required UPRR permit has led to increased costs and the contractor is requesting approval of a change order to reflect the current situation. The water department has had other 2018 CIP projects that have come in under budget sufficiently to accommodate this increase without going over the overall 2018 CIP budget amount.

Staff agrees with the summary of the sequence of events and the reason for the delay and that this was outside the control of the contractor. Staff also agrees with the recommendation to approve change order #1 as proposed as it is likely if re-bid in 2019 there would be another increase in costs due to the current state of the economy.

We do have the required UPRR permit in hand and the contractor has committed to complete the project in 2018, provided the change order for the increased compensation is approved so that they can be given notice to proceed the week of September 24th.

REQUESTED ACTION

Staff requests the Commission approve change order #1 in the amount of \$37,611 and increase the total construction contract value with Ryan Contracting to \$252,782.



August 30, 2018

Mr. Joseph D. Adams
Planning and Engineering Director
Shakopee Public Utilities
255 Sarazin Street
Shakopee, MN 55379

RE: Change Order No. 1
Rahr Malting Watermain Extension

Dear Mr. Adams,

The contractor for the referenced project, Ryan Contracting Co., has requested an adjustment to their unit prices due to construction delays related to the Union Pacific Railroad permit. The proposed unit prices for completing the project in 2018 are attached; our review of this request is presented below.

Background

In 2016, WSB and Associates, Inc. was retained by Shakopee Public Utilities (SPU) to prepare construction documents and provide bidding assistance for the extension of 8-inch watermain from the southwest corner of 2nd Street/Apgar Street into the Rahr Malting Co. site. The alignment was to cross beneath the Union Pacific Railroad (UPRR) tracks then follow an easement that Rahr had provided on their site. Most of the easement on the Rahr site was adjacent to the spur track on the Rahr property. The Engineer's Opinion of the Cost was \$216,556.75; bid results were as follows:

Ryan Contracting Co.	\$215,171.00
Alcon Construction Corporation	\$227,644.76
Max Steininger, Inc.	\$258,997.97
Minger Construction Co., Inc.	\$337,980.45
S.M. Hentges & Sons, Inc.	\$351,629.84

A construction contract was awarded to the low bidder, Ryan Contracting Co., in the amount of their bid. The construction contract date is September 18, 2017; a pre-construction meeting was held September 26, 2017. The bid documents included the following deadlines:

November 10, 2017	All work shall be substantially complete. Substantial completion shall include water main installation, curb and gutter installation, placement of bituminous, restoration, initial turf installation acceptance, and cleanup.
November 17, 2017	Final completion including punch list items, removal of traffic control, removal of erosion/sediment control, temporary striping shall be on or before.
June 30, 2018	Final completion of bituminous wear course paving, and permanent striping shall be on or before.

Union Pacific Railroad

The following information is based on information shared directly with WSB as part of the permit approval process. We understand there was other communication directly between Rahr, UPRR, and SPU specifically related to the processing of this permit request. Following are important dates related to the UPRR approvals:

- | | |
|--------------------|--|
| July 28, 2017 | A Crossing Permit Application was submitted to the UPRR. |
| September 25, 2017 | After multiple contacts with UPRR related to the urgency of the approval; we received comments back that included the following: "northern industry track, include distances from pipeline the centerline of the track. The pipe should remain a minimum of 25 feet from the centerline of near track." Centering the proposed watermain in the 20-foot wide easement that was provided by Rahr, used as a basis for the design, required that the pipe be about 16 feet from the track centerline for about 100 feet of the proposed alignment. |
| October 13, 2017 | UPRR indicates that the application is not approved; comments included "The proposed pipeline is a crossing and encroachment." This and the other comments indicate that the UPRR is treating the spur track on Rahr property as a UPRR facility. |
| October 17, 2018 | SPU receives confirmation from Rahr that Rahr owns the northernmost spur track after it is outside of Apgar Street; and UPRR owns it in Apgar Street and along the main line only. |
| January 8, 2018 | After several e-mail exchanges including contact with Rahr, UPRR again states in an e-mail for SPU to "provide your updated plans showing 25 ft from spur track." So the UPRR appears to continue assuming ownership of the spur track. |
| January 25, 2018 | Rahr indicates that they have been "going back and forth with the UP the last couple days and am waiting to hear back. They were saying the setback needed to be 25' the whole length because they owned the land underneath the tracks but that is not correct." |
| March 19, 2018 | UPRR indicates "This permit continues to remain pending due to proposed location of proximity parallel to industry track" due to uncertainty in track ownership and maintenance responsibility. |
| April 12, 2018 | Rahr indicates "We believe we are close to coming to an agreement on land ownership" and that they have a signed lease agreement to UPRR. |
| April 13, 2018 | UPRR issues to SPU the agreement covering SPU use of the Railroad Company's right of way for the construction. |
| May 7, 2018 | SPU approves the UPRR agreements and submits it to UPRR. |
| June 5, 2018 | SPU indicates that the fully executed agreement from Union Pacific has been received. Upon receipt of this notice, Ryan Contracting Co. began reviewing their schedule to identify a date they could begin the work. |

It appears that a fundamental misunderstanding regarding track ownership between Rahr and UPRR was the reason for the prolonged permit review and approval process. This delay in obtaining UPRR approvals was not anticipated in the original bid documents, and prevented the Contractor from even starting most of the work. This UPRR approval delay was outside of the control of Ryan Contracting Co. and WSB, and the SPU. It was a matter that needed to be resolved between Rahr and the UPRR.

Requested Unit Price Adjustments

As mentioned above, the unit prices proposed by Ryan Contracting Co. for 2018 are attached. A summary of the increase is presented below:

	2017	2018	Amount Difference	Percentage Increase
Street	\$ 51,911	\$ 62,362	\$ 10,451	20.1 %
Utilities	\$ 163,260	\$ 190,420	\$ 27,160	16.6 %
Total	\$ 215,171	\$ 252,782	\$ 37,611	17.5 %

The price increase requested from 2017 to 2018 is about 17.5% and the increase was not limited to specific work items. A review of the Engineering News Record Construction Cost Index for Minneapolis indicates a cost increase of 9.5% from September of 2017 to July of 2018. If Ryan Contracting Co. were asked to complete this work in 2019, they have indicated that the cost would increase by an additional 4% over the 2018 prices.

The current contract amount is \$215,171; no change orders have been processed to date. One pay voucher has been processed to date for \$7,600 related to mobilization costs. Ryan Contracting indicates that their boring subcontractor could mobilize to the site and start work the week of September 24; Ryan's work would then follow.

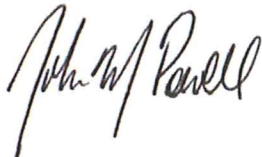
Recommendation

In our opinion, the unit price adjustments requested by Ryan Contracting Co. are reasonable and we recommend approval by the SPU. Re-bidding this project would mean a certain delay to 2019, higher unit prices, and increased engineering and construction administration costs. If SPU approves this change order, construction deadlines will need to be revised accordingly and included in the change order.

If you have any questions, or need additional information, please contact me at 952-737-4661.

Sincerely,

WSB & Associates, Inc.



John M. Powell, P.E.
Senior Project Manager

c: Tom Ryan, Ryan Contracting Co.

#1081 RAHR MALTING WATERMAIN EXTENSION

Updated pricing for 2018 Work

Description	Qty	Unit	Unit Price	Total Amount
STREET IMPROVEMENT				
MOBILIZATION	1.00	LS	\$ 11,500.00	\$ 11,500.00
CLEARING AND GRUBBING	1.00	EA	\$ 600.00	\$ 600.00
REMOVE CURB & GUTTER	70.00	LF	\$ 5.00	\$ 350.00
REMOVE BITUMINOUS PAVEMENT	588.00	SY	\$ 5.00	\$ 2,940.00
SAWING BITUMINOUS PAVEMENT	158.00	LF	\$ 5.00	\$ 790.00
SALVAGE & REINSTALL SIGN	1.00	EA	\$ 1.00	\$ 1.00
TOPSOIL BORROW (CV)	21.00	CY	\$ 46.00	\$ 966.00
SUBGRADE PREPARATION	588.00	SY	\$ 2.50	\$ 1,470.00
STREET SWEEPER (WITH PICKUP BROOM)	3.00	HR	\$ 172.50	\$ 517.50
WATER (DUST CONTROL)	2,000.00	GAL	\$ 0.01	\$ 23.00
AGGREGATE BASE CLASS 5	252.00	TN	\$ 34.50	\$ 8,694.00
BIT MATL FOR TACK	35.00	GAL	\$ 17.25	\$ 603.75
TYPE SP 12.5 WEAR COURSE MIX 2,B	60.00	TN	\$ 115.00	\$ 6,900.00
TYPE SP 12.5 NON WEAR COURSE MIX (2,B)	100.00	TN	\$ 103.50	\$ 10,350.00
ADJUST MANHOLE CASTING	2.00	EA	\$ 575.00	\$ 1,150.00
CONCRETE CURB & GUTTER DESIGN B618	70.00	LF	\$ 42.00	\$ 2,940.00
TRAFFIC CONTROL	1.00	LS	\$ 7,750.00	\$ 7,750.00
SALVAGE AND REINSTALL SIGN	1.00	EA	\$ 1.00	\$ 1.00
STORM DRAIN INLET PROTECTION	6.00	EA	\$ 57.50	\$ 345.00
FILTER LOG TYPE WOOD FIBER	489.00	LF	\$ 3.50	\$ 1,711.50
FILTER LOG TYPE ROCK LOG	40.00	LF	\$ 3.50	\$ 140.00
TEMP ROCK CONSTRUCTION ENTRANCE	1.00	LS	\$ 345.00	\$ 345.00
SEEDING & SEED MIX 270 INC FERT & MULCH	67.00	SY	\$ 5.00	\$ 335.00
SODDING TYPE LAWN	61.00	SY	\$ 7.00	\$ 427.00
HYDRAULIC SOIL STABILIZER TYPE 5	128.00	SY	\$ 3.50	\$ 448.00
24" SOLID LINE PAINT	21.00	LF	\$ 17.25	\$ 362.25
4" BROKEN LINE PAINT	10.00	LF	\$ 9.50	\$ 95.00
24" SOLID LINE EPOXY	21.00	LF	\$ 22.00	\$ 462.00
4" BROKEN LINE YELLOW-EPOXY	10.00	LF	\$ 14.50	\$ 145.00
TOTAL STREET IMP				\$ 62,362.00
UTILITIES				
REMOVE WATER MAIN	58.00	LF	\$ 23.00	\$ 1,334.00
SALVAGE AND REINSTALL HYDRANT AND VALVE	1.00	EA	\$ 1,725.00	\$ 1,725.00
ABANDON WATER MAIN	80.00	LF	\$ 14.00	\$ 1,120.00
ROCK EXCAVATION	80.00	CY	\$ 160.00	\$ 12,800.00
DEWATERING	1.00	LS	\$ 1.00	\$ 1.00
22" STEEL CASING PIPE (JACKED)	75.00	LF	\$ 1,300.00	\$ 97,500.00
TEMPORARY WATER SERVICE	1.00	LS	\$ 1.00	\$ 1.00
CONNECT TO EXISTING WATER MAIN	3.00	EA	\$ 4,600.00	\$ 13,800.00
CONNECT TO EXISTING WATER SERVICE	1.00	EA	\$ 1.00	\$ 1.00
INSTALL HYDRANT	1.00	EA	\$ 6,350.00	\$ 6,350.00
1" CORPORATION STOP	1.00	EA	\$ 460.00	\$ 460.00
6" GATE VALVE & BOX	1.00	EA	\$ 2,300.00	\$ 2,300.00
8" GATE VALVE & BOX	2.00	EA	\$ 2,760.00	\$ 5,520.00
1" CURB STOP & BOX	1.00	EA	\$ 520.00	\$ 520.00
1" TYPE K COPPER PIPE	20.00	LF	\$ 40.00	\$ 800.00
8" WATERMAIN DUCTILE IRON CL 52	572.00	LF	\$ 69.00	\$ 39,468.00
4" POLYSTYRENE INSULATION	12.00	SY	\$ 46.00	\$ 552.00
DUCTILE IRON FITTINGS	881.00	LB	\$ 7.00	\$ 6,167.00
UTILITY COORDINATION	1.00	LS	\$ 1.00	\$ 1.00

TOTAL UTILITIES				\$ 190,420.00
GRAND TOTAL				\$ 252,782.00

MINUTES
OF THE
SHAKOPEE PUBLIC UTILITIES COMMISSION
(Regular Meeting)

President Amundson called the regular session of the Shakopee Public Utilities Commission to order at the Shakopee Public Utilities meeting room at 5:00 P.M., September 18, 2017.

MEMBERS PRESENT: Commissioners Joos, Amundson, Helkamp, Hennen and Weyer. Also present, Utilities Manager Crooks, Finance Director Schmid, Planning & Engineering Director Adams, Line Superintendent Drent, Water Superintendent Schemel and Marketing/Customer Relations Director Walsh.

Motion by Weyer, seconded by Hennen to approve the minutes of the September 5, 2017 Commission meeting. Motion carried.

There were no Communication items.

President Amundson offered the agenda for approval.

Motion by Helkamp, seconded by Joos to approve the agenda as presented. Motion carried.

Motion by Weyer, seconded by Hennen to approve the Consent Business agenda as presented. Motion carried.

President Amundson stated that the Consent Items were: Item 11a: August 2017 Financial Results

The warrant listing for bills paid September 18, 2017 was presented.

Motion by Joos, seconded by Helkamp to approve the warrant listing dated September 18, 2017 as presented. Motion carried.

There was no Liaison Report.

Water Superintendent Schemel provided a report of current water operations. The Gateway South development is being completed and fire flows are being gathered. The punch list for the 2017 Reconstruction Project is still being worked on and the HyVee development is nearing completion.

Planning and Engineering Director Adams reviewed the Rahr water main loop bid results. This looping was authorized by the Commission to be a SPU cost. Several bids were received with Ryan Contracting being the lowest.

Motion by Joos, seconded by Helkamp to award the bid for the Rahr water main looping to Ryan Contracting in the amount of \$217,171. Motion carried.

Line Superintendent Drent provided a report of current electric operations. Warmer weather contributed to a peak demand of 89 MW last week. Three electric outages were reviewed and construction projects were updated.

Mr. Drent provided an update on the 4 SPU linemen who traveled to Florida to assist with the restoration of electric power following Hurricane Irma.

Item 11a: August 2017 Financial Results was received under Consent Business.

Under New Business, Commission Helkamp donated a book that he won at the MMUA Summer Conference. The book, The American Lineman, will be placed in the SPU library.

The tentative commission meeting dates of October 2 and October 16 were noted.

Motion by Helkamp, seconded by Weyer to adjourn to the October 2, 2017 meeting. Motion carried.



Commission Secretary: John R. Crooks

**SHAKOPEE PUBLIC UTILITIES
MEMORANDUM**

TO: SHAKOPEE PUBLIC UTILITIES COMMISSSION

FROM: JOHN R. CROOKS, UTILITIES MANAGER

SUBJECT: AUGUST 2018 MMPA BOARD MEETING PUBLIC SUMMARY

DATE: AUGUST 30, 2018

The Board of Directors of the Minnesota Municipal Power Agency (MMPA) met on August 28, 2018 at the offices of Shakopee Public Utilities.

Moody's Investors Service upgraded MMPA's bond rating from "A2" to "A1", citing the Agency's strong member credit profile, strong energy procurement and financial strategies, and long-term relationship with Avant as management. Moody's action followed Fitch's upgrade of MMPA's bond rating several weeks earlier.

The Board was informed about the status of transition activities related to Elk River beginning to buy power from MMPA on October 1, 2018. Most activities are complete, with the remaining ones nearing completion.

43 new customers joined MMPA's Clean energy Choice program in the last month, bring the total to nearly 1,600.



11a

SHAKOPEE PUBLIC UTILITIES

"Lighting the Way – Yesterday, Today and Beyond"

August 20, 2018

TO: John Crooks

CC: Joe Adams
Sherri Anderson
Greg Drent
Lon Schemel
Sharon Walsh

FROM: Renee Schmid, Director of Finance and Administration

SUBJECT: Financial Results for July, 2018

The following Financial Statements are attached for your review and approval.

Month to Date and Year to Date Financial Results – July, 2018

- Combined Statement of Revenue & Expense and Net Assets – Electric, Water and Total Utility
- Electric Operating Revenue & Expense Detail
- Water Operating Revenue & Expense Detail

Key items to note:

Month to Date Results – July, 2018

- Total Utility Operating Revenues for the month of July totaled \$6.1 million and were unfavorable to budget by \$38k or 0.6%. Electric revenues were favorable to budget by \$66k or 1.2% driven by higher than plan sales volume and power cost adjustment revenue in all revenue groups. Water revenues were unfavorable to budget by \$104k or 12.8% also driven by lower than plans sales volume in all revenue groups.
- Total operating expenses were \$4.9 million and were favorable to budget by \$293k or 5.7%. Total purchased power expense in July was \$3.9 million and was \$131k or 3.3% lower than budget for the month due to cost per kwh purchased coming in lower than plan at 8.03 cents/kwh versus a budget of 8.33 cents/kwh or 3.62% lower than plan. Total kwh purchased was 48,222,516 for the month versus a budget of 48,051,078, a variance of 0.36%.

Total Operating Expense for electric including purchased power was \$4.5 million and was favorable to budget by \$249k due to lower than plan purchased power costs of \$131k and timing of expenditures in conservation expense of \$33k, administrative and general expense of \$58, customer records \$11k, and other miscellaneous expense \$16k. Total Operating Expense for



SHAKOPEE PUBLIC UTILITIES

“Lighting the Way – Yesterday, Today and Beyond”

Water was \$347k and was favorable to budget by \$43k or 11.1% due to administrative and general expenses.

- Total Utility Operating Income was \$1.2 million and was \$254k favorable to budget primarily due to lower than plan electric operating expenses.
- Total Utility Non-Operating Revenue was \$123k and was favorable to budget by \$78k due to higher than plan rental and miscellaneous income, higher than plan investment income, and a gain on the sales of two electric vehicles.
- Capital Contributions for the month of July were \$1.9 million and were favorable to budget by \$1.7 million due to collection of water connection fees. The month of July included connection fees for a new apartment development within the City of Shakopee in addition to several other smaller projects.
- Municipal contributions to the City of Shakopee totaled \$202k and were higher than plan by \$8.3k or 3.9%.
- Change in Net Position was an increase of \$3.0 million and was favorable to budget by \$2.0 million due to higher than plan capital contributions and lower than plan operating expenses.
- Electric usage billed to customers in July was 45,883,873 kWh, a 17.7% increase from June usage billed at 38,989,645 kWh.
- Water usage billed to customers in July was 213.8 million gallons, a 23.2% increase from June usage billed at 173.6 million gallons.

Year to Date Financial Results – July, 2018

- Total Utility Operating Revenue year to date July was \$31.19 million and was favorable to budget by \$2.8 million or 10.1%. Electric revenues totaled \$28.2 million and were favorable to budget by \$2.8 million or 10.9% driven by higher than plan energy sales in all revenue groups and higher power cost adjustment revenues. Water revenues totaled \$2.8 million and were also favorable to budget by \$63k or 2.3% also driven by higher than plan sales volumes in the commercial and industrial revenue groups.
- Total Utility Operating Expenses year to date July were \$27.9 million and were slightly unfavorable to budget by \$53k or 0.2% primarily due to higher than plan purchased power costs of \$1.2 million driven by higher sales and cost of purchased power per kwh that were partially offset by timing of expenditures in energy conservation of \$0.5 million, and administrative and other general expense of \$0.6 million. Total Operating Expense for electric including purchased power was \$25.3 million and was unfavorable to budget by \$0.2 million or 0.9%. Total Operating Expense for Water was \$2.6 million and was favorable to budget by \$0.2 million or 6.7% due to lower than plan administrative and general expenses and partially offset by higher than plan distribution maintenance expenses.



SHAKOPEE PUBLIC UTILITIES

“Lighting the Way – Yesterday, Today and Beyond”

- Total Utility Operating Income was \$3.1 million and was favorable to budget by \$2.8 million driven by higher than planned operating revenues of \$2.8 million.
- Total Utility Non-Operating expense was \$425k and was favorable to budget by \$203k due to higher than planned investment income of \$121k, higher than plan rental and miscellaneous income of \$48k, and a \$44k net gain on the sale of electric equipment, and was partially offset by higher than plan interest expense of \$10k due to an increase in interest rates paid customers for utility deposits. Year to date non-operating expense includes the write down of \$217k in amortization of debt issuance and loss on refunding costs reflecting the redemption of the final outstanding debt issue.
- YTD Capital Contributions were \$3.2 million and are favorable to budget by \$2.1 million due to higher than planned collection of water connection fees of \$2.3 million driven by new development and partially offset by lower than plan trunk water fees of \$0.2 million.
- Municipal contributions to the City of Shakopee totaled \$1.4 million year to date and are lower than plan by \$58k or 4.0%. The actual estimated payment throughout the year is based on prior year results and will be trued up at the end of the year.
- YTD Change in Net Position is \$5.3 million and is favorable to budget by \$5.1 million reflecting higher than plan operating income, non-operating revenues, and capital contributions.

SHAKOPEE PUBLIC UTILITIES
MONTH TO DATE FINANCIAL RESULTS
JULY 2018



SHAKOPEE PUBLIC UTILITIES
"Lighting the Way – Yesterday, Today and Beyond"

SHAKOPEE PUBLIC UTILITIES
COMBINED STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET POSITION

	Month to Date Actual - July 2018			Month to Date Budget -June 2018			Electric		Water		Total Utility	
	Electric	Water	Total Utility	Electric	Water	Total Utility	MTD Actual v. Budget B/(W) \$ %		MTD Actual v. Budget B/(W) \$ %		MTD Actual v. Budget B/(W) \$ %	
OPERATING REVENUES	\$ 5,397,742	707,428	6,105,170	5,332,066	811,390	6,143,457	65,675	1.2%	(103,962)	-12.8%	(38,287)	-0.6%
OPERATING EXPENSES												
Operation, Customer and Administrative	4,325,009	217,481	4,542,490	4,570,768	261,294	4,832,062	245,759	5.4%	43,813	16.8%	289,572	6.0%
Depreciation	196,268	129,257	325,525	199,558	128,912	328,470	3,290	1.6%	(344)	-0.3%	2,945	0.9%
Amortization of Plant Acquisition	-	-	-	-	-	-	-	0.0%	-	-	-	0.0%
Total Operating Expenses	4,521,278	346,738	4,868,015	4,770,326	390,206	5,160,532	249,048	5.2%	43,469	11.1%	292,517	5.7%
Operating Income	876,464	360,690	1,237,154	561,741	421,184	982,924	314,724	56.0%	(60,494)	-14.4%	254,230	25.9%
NON-OPERATING REVENUE (EXPENSE)												
Rental and Miscellaneous	25,154	1,471	26,624	15,783	1,390	17,173	9,370	59.4%	81	5.8%	9,451	55.0%
Interdepartment Rent from Water	7,500	-	7,500	7,500	-	7,500	-	0.0%	-	-	-	0.0%
Investment Income	50,114	32,074	82,188	16,940	5,511	22,451	33,174	195.8%	26,563	482.0%	59,737	266.1%
Interest Expense	(3,231)	(91)	(3,322)	(1,805)	(29)	(1,834)	(1,426)	-79.0%	(63)	-218.5%	(1,488)	-81.2%
Amortization of Debt Issuance Costs and Loss on Refunding	-	-	-	-	-	-	-	0.0%	-	-	-	0.0%
Gain/(Loss) on the Disposition of Property	10,224	-	10,224	-	-	-	10,224	-	-	-	10,224	0.0%
Total Non-Operating Revenue (Expense)	89,761	33,453	123,214	38,418	6,872	45,290	51,343	133.6%	26,581	386.8%	77,924	172.1%
Income Before Contributions and Transfers	966,225	394,143	1,360,369	600,159	428,056	1,028,215	366,067	61.0%	(33,913)	-7.9%	332,154	32.3%
CAPITAL CONTRIBUTIONS	-	1,862,045	1,862,045	-	166,373	166,373	-	-	1,695,672	1019.2%	1,695,672	1019.2%
TRANSFER TO MUNICIPALITY	(118,003)	(83,500)	(201,503)	(122,048)	(87,715)	(209,763)	4,045	3.3%	4,215	4.8%	8,260	3.9%
CHANGE IN NET POSITION	\$ 848,222	2,172,689	3,020,911	478,111	506,715	984,825	370,111	77.4%	1,665,974	328.8%	2,036,085	206.7%

SHAKOPEE PUBLIC UTILITIES
ELECTRIC OPERATING REVENUE AND EXPENSE

	MTD Actual July 2018	MTD Budget July 2018	MTD Actual v. Budget Better/(Worse)	
			\$	%
OPERATING REVENUES				
Sales of Electricity				
Residential	\$ 2,015,384	1,893,137	122,248	6.5%
Commercial and Industrial	3,271,952	3,331,602	(59,651)	-1.8%
Uncollectible accounts	-	-	-	-
Total Sales of Electricity	5,287,336	5,224,739	62,597	1.2%
Forfeited Discounts	17,519	20,453	(2,934)	-14.3%
Free service to the City of Shakopee	14,003	13,853	150	1.1%
Conservation program	78,883	73,021	5,862	8.0%
Total Operating Revenues	5,397,742	5,332,066	65,675	1.2%
OPERATING EXPENSES				
Operations and Maintenance				
Purchased power	3,874,375	4,005,519	131,144	3.3%
Distribution operation expenses	57,068	37,222	(19,845)	-53.3%
Distribution system maintenance	39,884	69,157	29,273	42.3%
Maintenance of general plant	19,504	21,340	1,836	8.6%
Total Operation and Maintenance	3,990,831	4,133,238	142,408	3.4%
Customer Accounts				
Meter Reading	8,647	9,133	485	5.3%
Customer records and collection	39,318	50,754	11,436	22.5%
Energy conservation	25,850	59,003	33,153	56.2%
Total Customer Accounts	73,815	118,890	45,074	37.9%
Administrative and General				
Administrative and general salaries	44,087	51,183	7,096	13.9%
Office supplies and expense	8,655	15,839	7,184	45.4%
Outside services employed	20,500	26,316	5,816	22.1%
Insurance	10,602	12,164	1,563	12.8%
Employee Benefits	149,289	175,315	26,026	14.8%
Miscellaneous general	27,230	37,822	10,592	28.0%
Total Administrative and General	260,363	318,640	58,277	18.3%
Total Operation, Customer, & Admin Expenses	4,325,009	4,570,768	245,759	5.4%
Depreciation	196,268	199,558	3,290	1.6%
Amortization of plant acquisition	-	-	-	0.0%
Total Operating Expenses	\$ 4,521,278	4,770,326	249,048	5.2%
OPERATING INCOME	\$ 876,464	561,741	314,724	56.0%

SHAKOPEE PUBLIC UTILITIES

WATER OPERATING REVENUE AND EXPENSE

	MTD Actual July 2018	MTD Budget July 2018	MTD Actual v. Budget Better/(Worse)	
			\$	%
OPERATING REVENUES				
Sales of Water	\$ 705,139	809,525	(104,386)	-12.9%
Forfeited Discounts	2,289	1,865	424	22.7%
Uncollectible accounts	0	-	0	-
Total Operating Revenues	<u>707,428</u>	<u>811,390</u>	<u>(103,962)</u>	<u>-12.8%</u>
OPERATING EXPENSES				
Operations and Maintenance				
Pumping and distribution operation	50,654	42,942	(7,712)	-18.0%
Pumping and distribution maintenance	19,832	28,572	8,740	30.6%
Power for pumping	26,279	23,949	(2,330)	-9.7%
Maintenance of general plant	1,180	5,221	4,041	77.4%
Total Operation and Maintenance	<u>97,946</u>	<u>100,684</u>	<u>2,738</u>	<u>2.7%</u>
Customer Accounts				
Meter Reading	4,656	5,160	504	9.8%
Customer records and collection	11,399	13,203	1,804	13.7%
Energy conservation	-	-	-	-
Total Customer Accounts	<u>16,056</u>	<u>18,363</u>	<u>2,307</u>	<u>12.6%</u>
Administrative and General				
Administrative and general salaries	25,134	32,157	7,022	21.8%
Office supplies and expense	3,500	7,174	3,674	51.2%
Outside services employed	2,058	13,483	11,425	84.7%
Insurance	3,534	4,055	521	12.8%
Employee Benefits	58,699	63,870	5,171	8.1%
Miscellaneous general	10,555	21,508	10,953	50.9%
Total Administrative and General	<u>103,480</u>	<u>142,247</u>	<u>38,767</u>	<u>27.3%</u>
Total Operation, Customer, & Admin Expenses	<u>217,481</u>	<u>261,294</u>	<u>43,813</u>	<u>16.8%</u>
Depreciation	129,257	128,912	(344)	-0.3%
Amortization of plant acquisition	-	-	-	-
Total Operating Expenses	<u>346,738</u>	<u>390,206</u>	<u>43,469</u>	<u>11.1%</u>
OPERATING INCOME	<u>\$ 360,690</u>	<u>421,184</u>	<u>(60,494)</u>	<u>-14.4%</u>

SHAKOPEE PUBLIC UTILITIES
YEAR TO DATE FINANCIAL RESULTS
JULY 2018



SHAKOPEE PUBLIC UTILITIES
“Lighting the Way – Yesterday, Today and Beyond”

SHAKOPEE PUBLIC UTILITIES
COMBINED STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET POSITION

	Year to Date Actual - July 2018			Year to Date Budget - July 2018			Electric		Water		Total Utility	
	Electric	Water	Total Utility	Electric	Water	Total Utility	YTD Actual v. Budget B/(W)	%	YTD Actual v. Budget B/(W)	%	YTD Actual v. Budget B/(W)	%
	\$						\$		\$		\$	
OPERATING REVENUES	28,291,451	2,766,926	31,058,377	25,514,562	2,703,913	28,218,475	2,776,889	10.9%	63,013	2.3%	2,839,902	10.1%
OPERATING EXPENSES												
Operation, Customer and Administrative	23,992,573	1,679,155	25,671,728	23,731,810	1,866,721	25,598,531	(260,763)	-1.1%	187,566	10.0%	(73,197)	-0.3%
Depreciation	1,373,877	904,796	2,278,673	1,396,904	902,387	2,299,291	23,027	1.6%	(2,409)	-0.3%	20,618	0.9%
Amortization of Plant Acquisition	-	-	-	-	-	-	-	0.0%	-	-	-	0.0%
Total Operating Expenses	25,366,450	2,583,951	27,950,401	25,128,714	2,769,108	27,897,822	(237,737)	-0.9%	185,158	6.7%	(52,579)	-0.2%
Operating Income	2,925,001	182,975	3,107,976	385,848	(65,196)	320,652	2,539,152	658.1%	248,171	380.7%	2,787,323	869.3%
NON-OPERATING REVENUE (EXPENSE)												
Rental and Miscellaneous	142,289	174,587	316,876	110,484	158,691	269,174	31,805	28.8%	15,896	10.0%	47,701	17.7%
Interdepartment Rent from Water	52,500	-	52,500	52,500	-	52,500	-	0.0%	-	-	-	0.0%
Investment Income	166,566	111,185	277,751	118,578	38,577	157,155	47,988	40.5%	72,608	188.2%	120,596	76.7%
Interest Expense	(49,711)	(520)	(50,231)	(39,999)	(201)	(40,200)	(9,712)	-24.3%	(319)	-158.9%	(10,031)	-25.0%
Amortization of Debt Issuance Costs and Loss on Refunding	(216,694)	-	(216,694)	(216,694)	-	(216,694)	-	0.0%	-	0.0%	-	0.0%
Gain/(Loss) on the Disposition of Property	44,593	-	44,593	-	-	-	44,593	0.0%	-	-	44,593	-
Total Non-Operating Revenue (Expense)	139,543	285,253	424,795	24,868	197,068	221,935	114,675	461.1%	88,185	44.7%	202,860	91.4%
Income Before Contributions and Transfers	3,064,543	468,228	3,532,771	410,716	131,872	542,588	2,653,827	646.1%	336,356	255.1%	2,990,183	551.1%
CAPITAL CONTRIBUTIONS	50,601	3,172,285	3,222,886	-	1,164,614	1,164,614	50,601	-	2,007,672	172.4%	2,058,273	176.7%
MUNICIPAL CONTRIBUTION	(825,711)	(584,487)	(1,410,197)	(854,334)	(614,005)	(1,468,339)	28,624	3.4%	29,519	4.8%	58,142	4.0%
CHANGE IN NET POSITION	\$ 2,289,434	3,056,026	5,345,460	(443,618)	682,480	238,862	2,733,052	616.1%	2,373,546	347.8%	5,106,598	2137.9%

SHAKOPEE PUBLIC UTILITIES
ELECTRIC OPERATING REVENUE AND EXPENSE

	YTD Actual July 2018	YTD Budget July 2018	YTD Actual v. Budget Better/(Worse)	
			\$	%
OPERATING REVENUES				
Sales of Electricity				
Residential	\$ 9,933,018	8,790,938	1,142,080	13.0%
Commercial and Industrial	17,702,051	16,100,168	1,601,882	9.9%
Uncollectible accounts	-	-	-	-
Total Sales of Electricity	27,635,069	24,891,106	2,743,963	11.0%
Forfeited Discounts	146,198	143,170	3,028	2.1%
Free service to the City of Shakopee	98,022	96,974	1,047	1.1%
Conservation program	412,163	383,311	28,851	7.5%
Total Operating Revenues	28,291,451	25,514,562	2,776,889	10.9%
OPERATING EXPENSES				
Operations and Maintenance				
Purchased power	20,898,693	19,662,072	(1,236,621)	-6.3%
Distribution operation expenses	273,475	260,557	(12,918)	-5.0%
Distribution system maintenance	442,360	484,096	41,735	8.6%
Maintenance of general plant	167,014	149,383	(17,631)	-11.8%
Total Operation and Maintenance	21,781,541	20,556,107	(1,225,435)	-6.0%
Customer Accounts				
Meter Reading	68,097	63,930	(4,167)	-6.5%
Customer records and collection	307,169	355,278	48,110	13.5%
Energy conservation	(86,057)	413,019	499,077	120.8%
Total Customer Accounts	289,209	832,228	543,019	65.2%
Administrative and General				
Administrative and general salaries	360,673	358,283	(2,390)	-0.7%
Office supplies and expense	83,246	110,874	27,628	24.9%
Outside services employed	118,128	184,211	66,083	35.9%
Insurance	74,214	85,151	10,938	12.8%
Employee Benefits	1,086,107	1,340,203	254,096	19.0%
Miscellaneous general	199,455	264,752	65,297	24.7%
Total Administrative and General	1,921,823	2,343,475	421,652	18.0%
Total Operation, Customer, & Admin Expenses	23,992,573	23,731,810	(260,763)	-1.1%
Depreciation	1,373,877	1,396,904	23,027	1.6%
Amortization of plant acquisition	-	-	-	0.0%
Total Operating Expenses	\$ 25,366,450	25,128,714	(237,737)	-0.9%
OPERATING INCOME	\$ 2,925,001	385,848	2,539,152	658.1%

SHAKOPEE PUBLIC UTILITIES

WATER OPERATING REVENUE AND EXPENSE

	YTD Actual July 2018	YTD Budget July 2018	YTD Actual v. Budget Better/(Worse)	
			\$	%
OPERATING REVENUES				
Sales of Water	\$ 2,757,211	2,690,859	66,352	2.5%
Forfeited Discounts	9,714	13,053	(3,339)	-25.6%
Uncollectible accounts	1	-	1	-
Total Operating Revenues	<u>2,766,926</u>	<u>2,703,913</u>	<u>63,013</u>	<u>2.3%</u>
OPERATING EXPENSES				
Operations and Maintenance				
Pumping and distribution operation	298,209	300,591	2,382	0.8%
Pumping and distribution maintenance	236,411	200,002	(36,408)	-18.2%
Power for pumping	170,797	167,643	(3,154)	-1.9%
Maintenance of general plant	24,147	36,550	12,403	33.9%
Total Operation and Maintenance	<u>729,564</u>	<u>704,787</u>	<u>(24,777)</u>	<u>-3.5%</u>
Customer Accounts				
Meter Reading	36,311	36,119	(192)	-0.5%
Customer records and collection	85,524	92,421	6,898	7.5%
Energy conservation	-	-	-	-
Total Customer Accounts	<u>121,835</u>	<u>128,541</u>	<u>6,705</u>	<u>5.2%</u>
Administrative and General				
Administrative and general salaries	233,354	225,096	(8,259)	-3.7%
Office supplies and expense	31,208	50,219	19,011	37.9%
Outside services employed	29,504	94,382	64,878	68.7%
Insurance	24,738	28,384	3,646	12.8%
Employee Benefits	381,088	484,758	103,670	21.4%
Miscellaneous general	127,863	150,555	22,692	15.1%
Total Administrative and General	<u>827,756</u>	<u>1,033,394</u>	<u>205,638</u>	<u>19.9%</u>
Total Operation, Customer, & Admin Expenses	<u>1,679,155</u>	<u>1,866,721</u>	<u>187,566</u>	<u>10.0%</u>
Depreciation	904,796	902,387	(2,409)	-0.3%
Amortization of plant acquisition	-	-	-	-
Total Operating Expenses	<u>\$ 2,583,951</u>	<u>2,769,108</u>	<u>185,158</u>	<u>6.7%</u>
OPERATING INCOME	<u>\$ 182,975</u>	<u>(65,196)</u>	<u>248,171</u>	<u>380.7%</u>

SHAKOPEE PUBLIC UTILITIES
MEMORANDUM

TO: John R. Crooks, Utilities Manager
FROM: Lon R. Schemel, Water Superintendent
SUBJECT: **WEBSITE UPDATE**
DATE: August 31, 2018

Handwritten signatures of John R. Crooks and Lon R. Schemel.

This update is for July 5, 2018, to August 30, 2018.

We now have enough data in Google Analytics to compare previous periods with previous years. These Google Analytics pages are compared to the previous year's period from July 5, 2017, to August 30, 2017.



SiteLock, the global leader in website security, protects you from hackers, spam, viruses, and scams, removes malware, and provides PCI Compliance.

SiteLock has verified this website: 08/31/2018

spucweb.com



Company Name

Shakopee Public Utilities

Domain

spucweb.com

Verified spam-free

08/31/2018

Verified malware-free

08/31/2018

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Performance



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Audience Overview

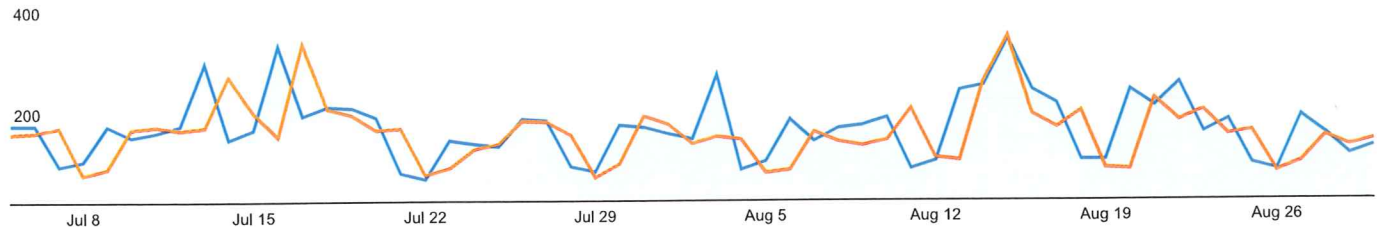
All Users
+0.00% Users

Jul 5, 2018 - Aug 30, 2018
Compare to: Jul 5, 2017 - Aug 30, 2017

Overview

Jul 5, 2018 - Aug 30, 2018: Users

Jul 5, 2017 - Aug 30, 2017: Users



Users

5.54%
5,832 vs 5,526



New Users

3.68%
4,223 vs 4,073



Sessions

5.69%
8,676 vs 8,209



Number of Sessions per User

0.14%
1.49 vs 1.49



Pageviews

-19.02%
14,356 vs 17,727



Pages / Session

-23.38%
1.65 vs 2.16



Avg. Session Duration

-13.38%
00:01:54 vs 00:02:12



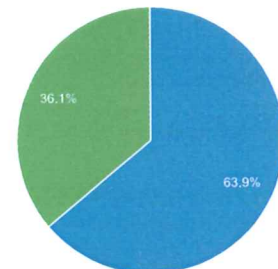
Bounce Rate

20.51%
35.78% vs 29.69%

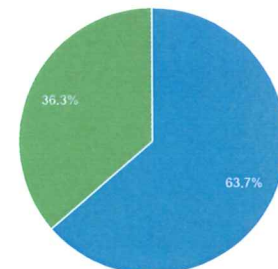


New Visitor Returning Visitor

Jul 5, 2018 - Aug 30, 2018



Jul 5, 2017 - Aug 30, 2017



Language

Users % Users

1. en-us

Jul 5, 2018 - Aug 30, 2018

5,593 95.90%

Jul 5, 2017 - Aug 30, 2017

5,448 98.59%

% Change

2.66% -2.73%

2. fr

Jul 5, 2018 - Aug 30, 2018

176 3.02%

Jul 5, 2017 - Aug 30, 2017

0 0.00%

% Change

100.00% 100.00%

3. en-gb

Jul 5, 2018 - Aug 30, 2018

15 0.26%

Jul 5, 2017 - Aug 30, 2017

18 0.33%

% Change

-16.67% -21.04%

4. es-419

Jul 5, 2018 - Aug 30, 2018

6 0.10%

Users Flow

Jul 5, 2018 - Aug 30, 2018
Compare to: Jul 5, 2017 - Aug 30, 2017

All Users
+0.00% Sessions

Country

United States
8.3K ▲3%

France
176 ▲>500%

India
46 ▲31%

China
9 ▼66%

(not set)
2 ▼89%

...
81 ▲14%



Network Referrals

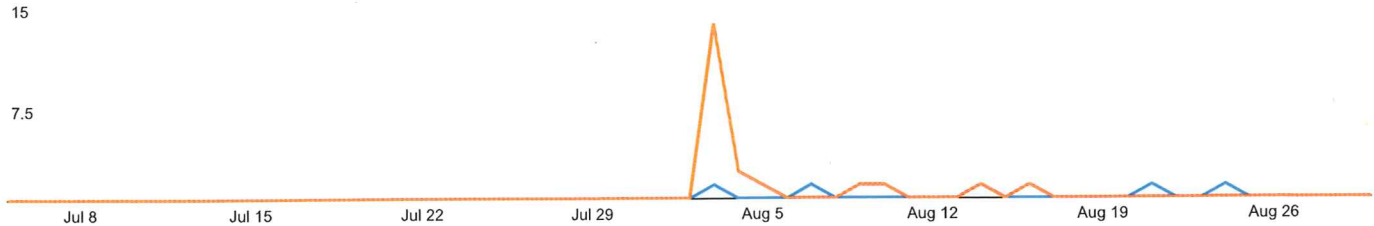
Jul 5, 2018 - Aug 30, 2018
Compare to: Jul 5, 2017 - Aug 30, 2017

 All Users
+0.00% Sessions

Social Referral

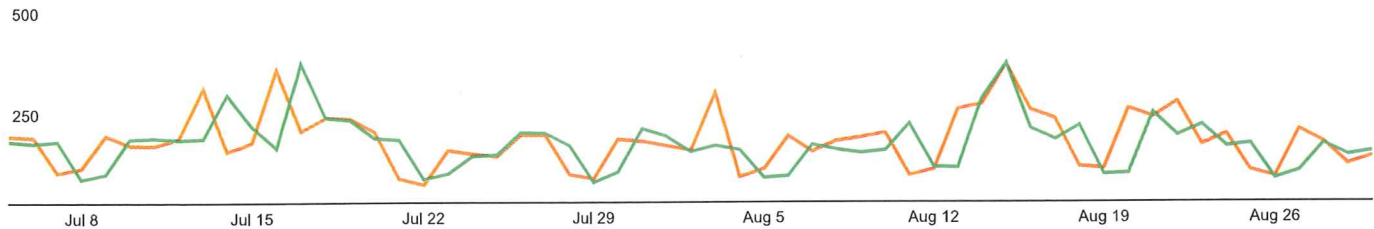
Jul 5, 2018 - Aug 30, 2018:  Sessions via Social Referral

Jul 5, 2017 - Aug 30, 2017:  Sessions via Social Referral



Jul 5, 2018 - Aug 30, 2018:  All Sessions

Jul 5, 2017 - Aug 30, 2017:  All Sessions



Social Network

Sessions

Pageviews

Avg. Session Duration

Pages / Session

1. [Facebook](#)

Jul 5, 2018 - Aug 30, 2018

5
(100.00%)

11
(100.00%)

00:01:50

2.20

Jul 5, 2017 - Aug 30, 2017

20
(100.00%)

39
(100.00%)

00:01:59

1.95

% Change

-75.00%

-71.79%

-7.72%

12.82%

Rows 1 - 1 of 1

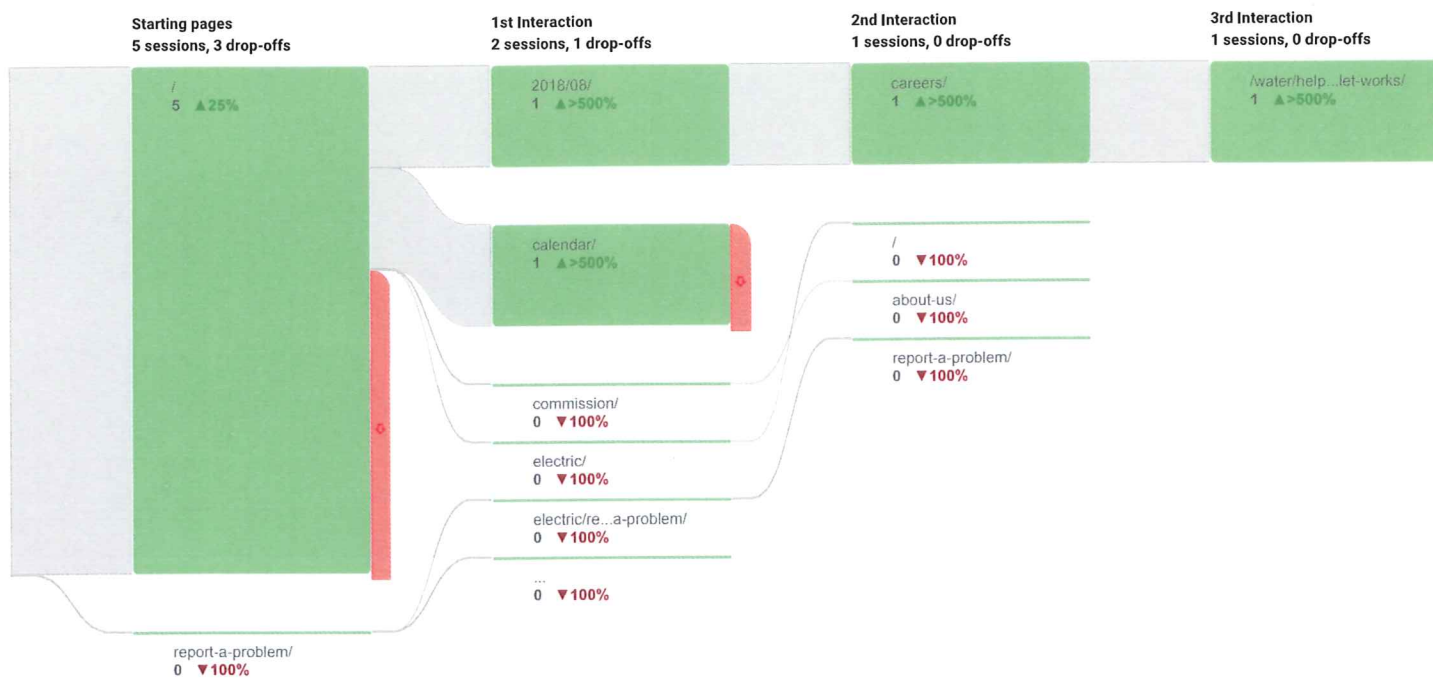
Social Users Flow

Jul 5, 2018 - Aug 30, 2018
Compare to: Jul 5, 2017 - Aug 30, 2017

All Users
+0.00% Sessions

Social Network

Facebook
5 ▼75%

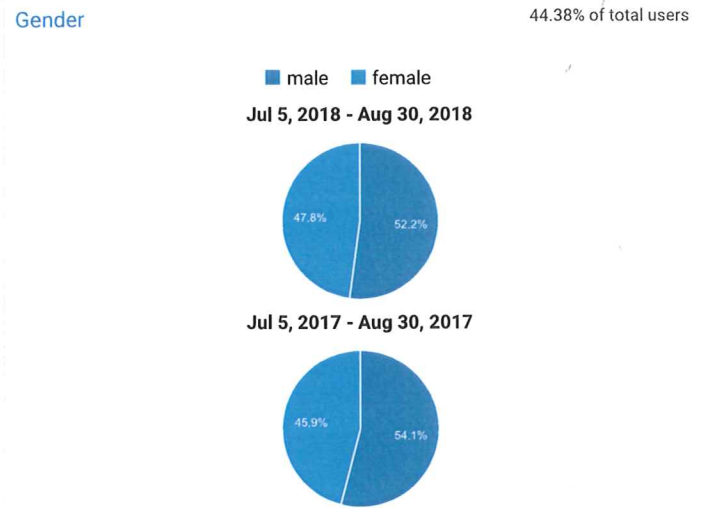
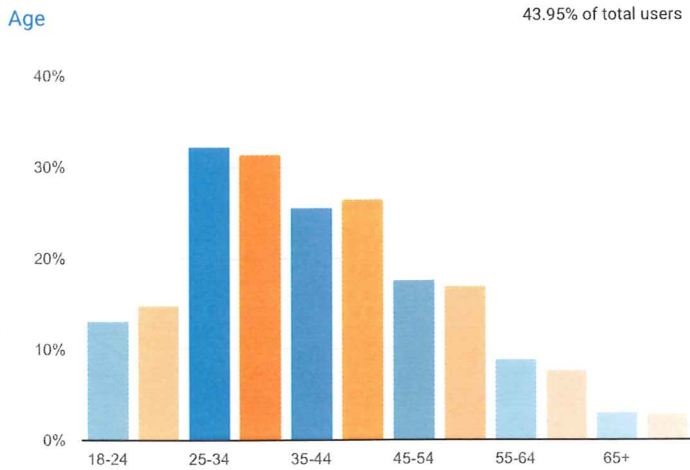


Demographics: Overview

 All Users
+0.00% Users

Jul 5, 2018 - Aug 30, 2018
Compare to: Jul 5, 2017 - Aug 30, 2017

Key Metric:



Podcast

Playlist



AUTO 8 6 2018

2 views
07 aug 2018

[manage](#) | [embed](#)



AUTO 7 16 2018

3 views
17 jul 2018

[manage](#) | [embed](#)



AUTO 6 18 2018

2 views
19 jun 2018

[manage](#) | [embed](#)



AUTO 6 4 2018

4 views
05 jun 2018

[manage](#) | [embed](#)



AUTO 5 21 2018

5 views
22 may 2018

[manage](#) | [embed](#)



AUTO 5 7 2018

3 views
09 may 2018

[manage](#) | [embed](#)



AUTO 4 16 2018

4 views
18 apr 2018

[manage](#) | [embed](#)



AUTO 4 2 2018

2 views
03 apr 2018

[manage](#) | [embed](#)



AUTO 3 19 2018

2 views
20 mar 2018

[manage](#) | [embed](#)

